



EAS Facilities Applications User Guide

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ALBERTA ENERGY AND RESOURCES CONSERVATION BOARD
EAS Facilities Applications User Guide

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What Is EAS?

This user guide is a tool to assist in filing facilities applications using EAS. It does not supersede requirements found in [Directive 056: Energy Development Applications and Schedules](#).

The Electronic Application System (EAS) uses the Web to support the data flow for the submission and disposition of applications to and from the Energy Resources and Conservation Board (ERCB).

Use EAS to:

- enter application data on the Web
- validate application information and attach required application support documents
- submit completed applications to the ERCB for registration in the Integrated Application Registry (IAR)
- receive e-mail notification of successful application registration
- submit additional or replacement attachments

Use IAR Query to:

- locate and view applications and their current status
- view and print all application documents for 30 days after application disposition

This guide explains

- how to submit facilities applications and required attachments
- how to save and edit applications
- how to query submitted applications
- where to find related ERCB directives, regulations, and associated publications

EAS support

EAS Administrator

Andrew Cummins phone (403) 297-2228 e-mail EASAdministrator@ercb.ca

EAS Facilities business support

Facilities Applications help line phone (403) 297-4369

DDS support

DDS Administrator phone (403) 297-5802 e-mail ddsadmin@ercb.ca

Getting Started

This section describes how to use EAS on the Web.

Topics include

- accessing EAS on the Web
- EAS schedules
- EAS toolbars
- on-line help

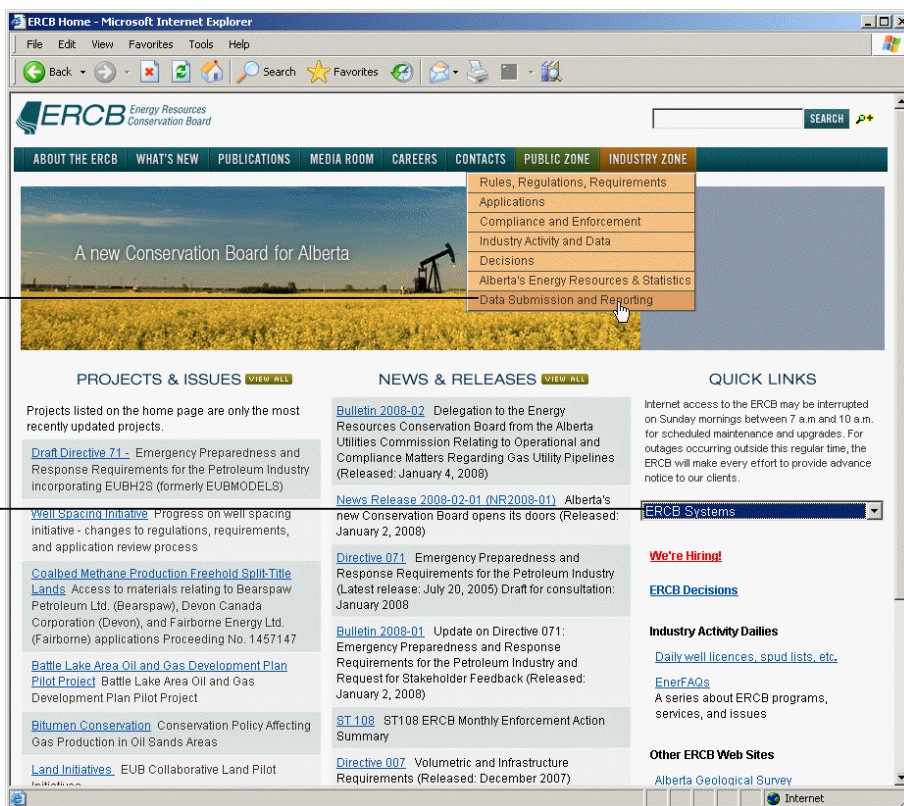
Accessing EAS on the Web

1. Open the ERCB Web home page (Internet Explorer 6.0 or Firefox 2.0 are recommended). The URL address is www.ercb.ca. Contact your system administrator if you have problems setting up this Internet link.
2. Select Digital Data Submission from the Quick Links drop-down list.

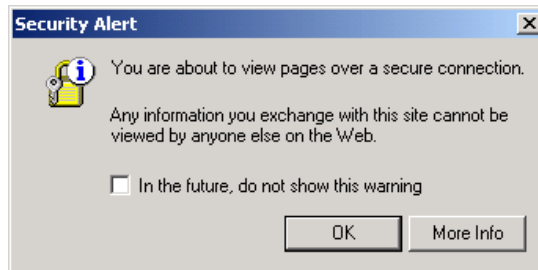
Select Industry Zone /
Data Submission and
Reporting

or

select Digital Data
Submission here to
open the DDS login
page.



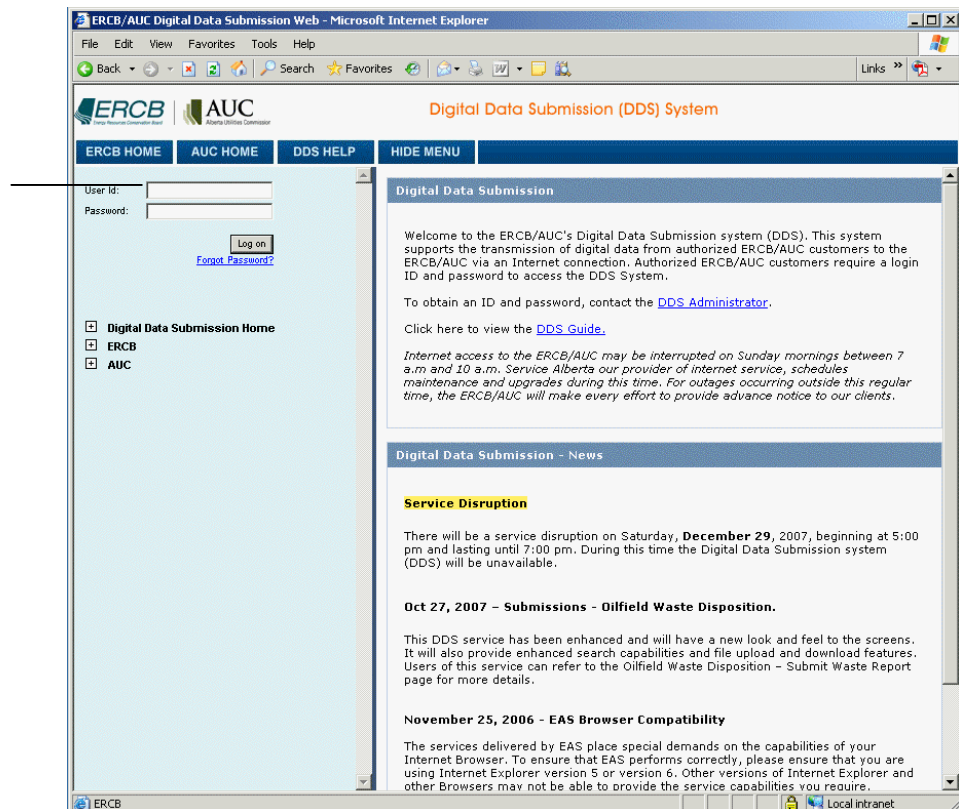
A *Security Alert* window may appear when you make the secure connection to the DDS Web site. A secure connection means that information you provide, such as your name or licence information, is encrypted and cannot be read by other people.



When you enter a secure Web site and click **OK** in response to the *Security Alert* dialogue, a lock icon in a locked position is added to the status bar. When you leave a secure Web site, a warning is again shown and the lock icon is removed. If you do not want to see this alert again, select or clear the "In the future, do not show this warning" checkbox.

The main DDS login page opens.


Contact your corporate DDS Administrator or the ERCB DDS Administrator at (403) 297-5802 or by e-mail at e-mail ddsadmin@ercb.ca for DDS accounts and issues.



Lock icon

3. Enter your authorized DDS login ID and password, and click **Log on** to access the DDS applications.

These are the menu options on the main EAS Web page.

Menu	Description
Applications	Click  to view the application menu options.
Facilities/Resources Application	
Submit Facilities Application	Opens Schedule 1 for a facilities application. See Schedule 1 , p. 11.
Submit Resources Application	Opens Schedule 1 for a resources application.
View Submission List	Opens a list. See View Submissions List , p. 93.
Query Submission	Opens a query window to enter search parameters to locate a submission. See Query Submissions , p. 91.

4. In the left menu list select **Submit Facilities Application**.



5. The main EAS window opens. You must first agree to the Digital Data Submission acknowledgement.

Digital Data Submission

In submitting electronic applications as an applicant company, consultant on behalf of an applicant company or lawyer on behalf of an applicant company, you hereby acknowledge, agree and confirm that:

1. Your use of the confidential Identification Code and password for submission of this application has been duly authorized by your company/client, and the confidential Identification Code and password used are equivalent to, and have the same binding effect as a signature executed by a duly authorized representative of the applicant company, and
2. You have authority to submit an Application and related supporting documents and thereby bind your company or client.
3. Any and all information submitted with applications is publicly available.

I agree

I disagree

If you have any questions or comments, please contact the [EAS Administrator](#).
© Energy Resources Conservation Board\Alberta Utilities Commission

Click **Hide Menu** to close the menu panel and expand the schedule to fill the window. Click **Show Menu** to redisplay the menu panel.

All application information is entered on the EAS schedules.

Well applications use

- [Schedule 1 – Applicant General Information](#), p. 11
- [Schedule 4 - Well Licence Application](#), p. 17
- [Schedule 4.1 - Working Interest Participants](#), p. 38
- [Schedule 4.2 - Multiple Well Applications](#), p. 40
- [Schedule 4.3 – Well H2S Information](#), p. 41

Facility applications use

- [Schedule 1 – Applicant General Information](#), p. 11
- [Schedule 2 – Facility Licence Application](#), p. 49
- [Schedule 2.1 – Working Interest Participants](#), p. 67
- [Schedule 2.2 – Gas Plant Licence](#), p. 68
- [Schedule 2.3 – Facility H2S Details](#), p. 71
- [Schedule 2.4 – Facility Compressor/Pump Information](#), p. 76

EAS toolbars

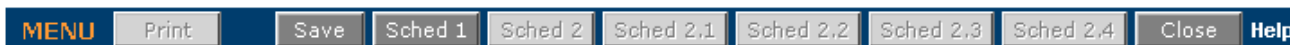
The main menu toolbar is shown at the top of every schedule. Use the buttons to process the information you enter and register the application. Buttons vary depending on the schedule requirements. Those not currently applicable are shown with grey text.

This is the main toolbar for Schedule 1:



Button	Description
	Start a new application while in an existing application. You are prompted to clear all information or just the Submission ID, creation date, and status. Use this to enter a series of applications where most of the general information is the same. First enter one application and save it. Then click New . Click No in the input window to reset only the Submission ID, Status, and Creation Date. Then edit the application information and save the new application. The New button cannot be used on a registered application.
	Print the current schedule in Adobe PDF format.
	Save the application and any changes made. An application can only be saved and a submission ID assigned if it passes validation checks (see Save and validate an application , p. 79).
	Include attachments with your application. This button is only active when the schedules have passed required validation checks (see Attachments , p. 81).
	Register the application with the ERCB. This button is only active when application information has been validated and all required attachments have been loaded to the EAS Web server. Once an application is successfully registered, it can no longer be modified (see Register an Application , p. 89).
	Close the current schedule. You are prompted to save or discard changes made so far.
	Open on-line help for the toolbar (see On-line help , p. 8).

This is the main toolbar for Schedule 2 for a Facilities Licence application. Use it to access all related schedules (those not currently applicable are shown with grey text).



Subject toolbars are described where they are used.

Toolbars are also used in some schedules to act on that section's information only. For example, **1. Applicant Information** in Schedule 1 has the following toolbar:



Click **Add** to add applicant information as a primary applicant or consultant. Click **Find** to find a company name and Business Associate (BA) code.

Schedule header information

At the top of each schedule you can enter your own file number for the application.

Enter your own file number here.

Energy Resources Conservation Board		Directive 056 - Schedule 1
DAY-MONTH-YEAR		Applicant General Information
		APPLICANT'S FILE NUMBER
08-Jan-2008	2008-12Armt	
<p>The applicant certifies that the information here and in all supporting documentation is correct and that the facility, pipeline or well will be drilled, constructed, amended, and abandoned in accordance with all regulatory requirements or as directed by the Energy Resources Conservation Board.</p>		
Submission Status	New	Submission Id
		Creation Date

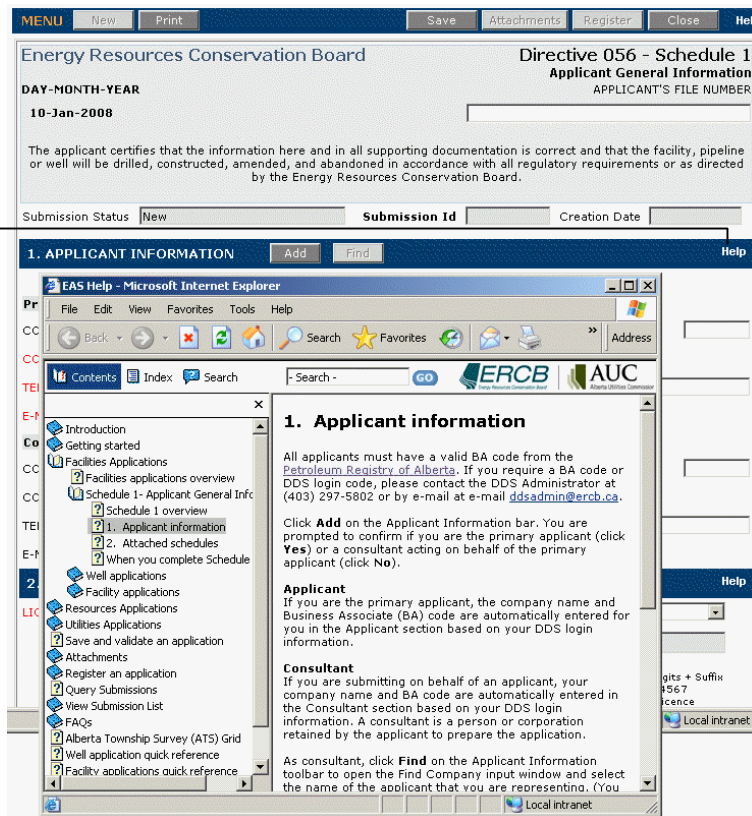
The current Submission Status, the Submission ID, and the Creation Date are also shown here.

Field	Description														
Submission Status	<table> <tr> <th>Status</th><th>Description</th></tr> <tr> <td>New</td><td>A new application has been started.</td></tr> <tr> <td>Incomplete</td><td>The application has been started and saved, but some information is missing or incomplete. The application has not yet passed all required validation checks.</td></tr> <tr> <td>Upload attachments</td><td>All schedules have passed validation checks. Required attachments still need to be included with the application before it can be registered in EAS.</td></tr> <tr> <td>Register application</td><td>The application has passed all validation checks and required attachments have been uploaded to the EAS Web server. The application is ready to be registered.</td></tr> <tr> <td>Submitted</td><td>A temporary status assigned while the application is validated.</td></tr> <tr> <td>Registered</td><td>The application is successfully registered in EAS and has been assigned an application number in IAR.</td></tr> </table>	Status	Description	New	A new application has been started.	Incomplete	The application has been started and saved, but some information is missing or incomplete. The application has not yet passed all required validation checks.	Upload attachments	All schedules have passed validation checks. Required attachments still need to be included with the application before it can be registered in EAS.	Register application	The application has passed all validation checks and required attachments have been uploaded to the EAS Web server. The application is ready to be registered.	Submitted	A temporary status assigned while the application is validated.	Registered	The application is successfully registered in EAS and has been assigned an application number in IAR.
Status	Description														
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Register application	The application has passed all validation checks and required attachments have been uploaded to the EAS Web server. The application is ready to be registered.														
Submitted	A temporary status assigned while the application is validated.														
Registered	The application is successfully registered in EAS and has been assigned an application number in IAR.														
Submission ID	A temporary identification number assigned to your submission for the 7 days it is saved on the EAS Web server and through the disposition and registration process.														
Creation Date	The date the submission was first submitted and saved on the EAS Web server.														

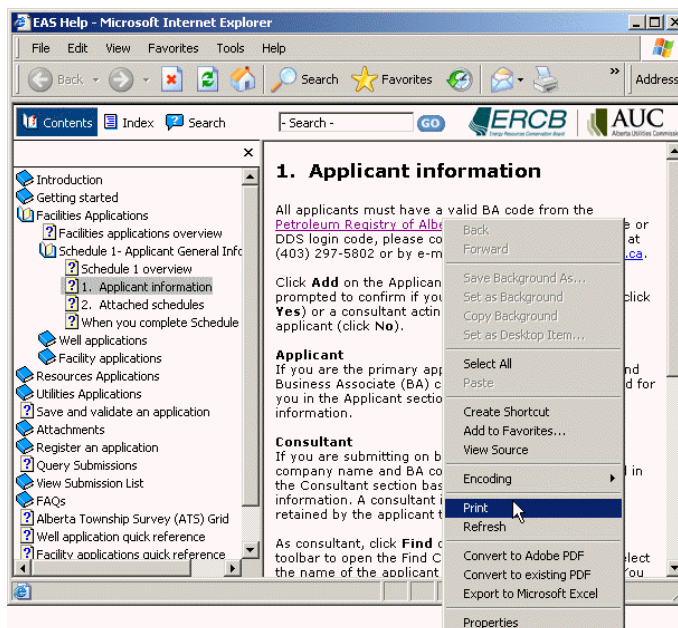
On-line help

Click **Help** on each step of the schedules for help on that part of the application.

Click here to open the Help window for this section of the schedule.



To print the help shown in the *Help* window, right-click the mouse in the Help text and select **Print** from the menu. The Microsoft Windows *Print* dialogue opens.



Click a hyperlink in the Help window to open the associated help or referenced directive or document. This example opens [Directive 071: Emergency Preparedness and Response Requirements for the Upstream Petroleum Industry](#).


Click here to open Directive 071.

3. Emergency response planning

See [Directive 071 - Emergency Preparedness and Response Requirements For the Upstream Petroleum Industry](#) for details & Emergency Response Plans (ERPs).

Enter the following ERP information:

1. The applicant will meet ERCB requirements for emergency response planning (Required)	Select Yes to show that Directive 071 ERP requirements will be met (see Directive 056 , Section 5.9.1).							
2a. The facility requires a new emergency response plan (Not required for Category B sweet facilities)	<table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Emergency Response Plan</td> <td>Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071. If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.</td> <td>.doc, .gif, .jpg, .pdf, .xls</td> </tr> </tbody> </table>		Required Attachment	Description	Type	Emergency Response Plan	Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071. If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.	.doc, .gif, .jpg, .pdf, .xls
Required Attachment	Description	Type						
Emergency Response Plan	Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071. If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.	.doc, .gif, .jpg, .pdf, .xls						
The facility requires an amendment to an existing	<table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td></td> <td>Statement of confirmation that a</td> <td></td> </tr> </tbody> </table>		Required Attachment	Description	Type		Statement of confirmation that a	
Required Attachment	Description	Type						
	Statement of confirmation that a							

Click  on the toolbar to return to the previous help window.

Industry Zone Rules, Regulations, Requirements

Directives

Directive 071: Emergency Preparedness and Response Requirements for the Petroleum Industry

July 20, 2005 : Provides the EUB emergency preparedness and response requirements for the petroleum industry

[View PDF version](#)

Draft for Consultation - January 2008 - Released with [Bulletin 2008-01](#)

[View PDF version](#)

Documents related to Draft Directive 071 - January 2008

Page Last Updated: January 2, 2008

[Directive 071 Frequently Asked Questions](#)

[Proposed requirements for calculating emergency planning zones for sour wells, sour pipelines and sour production facilities](#)

[Bulletin 2008-46](#) released with Draft Directive 071: Emergency Response Requirements for the Petroleum Industry for Stakeholder Review and Comment (December 19, 2006)

As part of the review process, the EUB has been engaged with the CAPP Emergency Response Committee in revising the document. The [revised EUB draft Directive 071](#) is now

Add a facilities application

Use EAS to file facilities applications for energy development projects that includes wells and facilities (pipelines will be available in a future release).

To enter a new application, select **Submit Facilities Application** in the left menu to open Schedule 1 for applicant general information.

Click **Hide Menu** to close the blue menu panel and expand the Schedule to fill the window. Click **Show Menu** to redisplay the panel.

When you first create an application, the following rules apply:

- The owner of the Login ID must be the primary applicant, or an official agent for the applicant, registered with the ERCB.
- Application submissions are saved on the EAS Web server for 7 days and you can continue to update the information before registering the application. After 7 days, the submission is deleted. Registered applications are those that have been validated and have been entered into the EAS application database. You are sent e-mail acknowledgements during the registration and disposition process.

Schedule 1 – Applicant General Information

The first step in electronically submitting a facilities application is to complete Schedule 1, where you enter required applicant and application information. This is required for all [Directive 056](#) energy development applications.

You can assign your own application file number here.

Required field descriptions are red until you enter the correct information

ERCB/AUC Digital Data Submission Web - Microsoft Internet Explorer

File Edit View Favorites Tools Help

ERCB AUC
Energy Resources Conservation Board Alberta Utilities Commission

Digital Data Submission (DDS) System

ERCB HOME AUC HOME DDS HELP SHOW MENU

MENU New Print Save Attachments Register Close Help

Energy Resources Conservation Board Directive 056 - Schedule 1
Applicant General Information

DAY-MONTH-YEAR 08-Jan-2008 APPLICANT'S FILE NUMBER 2008-12Armt

The applicant certifies that the information here and in all supporting documentation is correct and that the facility, pipeline or well will be drilled, constructed, amended, and abandoned in accordance with all regulatory requirements or as directed by the Energy Resources Conservation Board.

Submission Status New Submission Id Creation Date

1. APPLICANT INFORMATION Add Find Help

Primary Applicant

COMPANY NAME CONTACT NAME TELEPHONE E-MAIL BA CODE FAX

Consultant

COMPANY NAME CONTACT NAME TELEPHONE E-MAIL BA CODE FAX

2. ATTACHED SCHEDULES Add Open Delete Find Licence Help

LICENCE TYPE APPLICATION PURPOSE ORIGINAL LICENCE NUMBER

SELF DISCLOSURE ORIGINAL LICENCE EVENT SEQUENCE

Licence Formats:
Wells: Prefix + 7 Mandatory Digits + Suffix
i.e.: B000000414X OR 0234567
Facility: Numeric Portion of Licence
i.e.: 32456 OR 345

Integrated Application Registry (IAR) Query Local intranet

The day month and year at the top of the schedule are automatically populated. You can assign your own file number to the application in the Applicant's File Number field in the upper right corner of Schedule 1.

At any time while completing Schedule 1, click **Save** on the Main Menu toolbar to validate and save information. The application is saved on the EAS Web server for 7 days. If errors are found, they must be corrected before the application can be registered with the ERCB (see [Save and validate an application](#), p. 79).

1. Applicant information

Click **Add** to first confirm if you are the applicant or consultant.

Click **Find** to find a company and BA code if you are a consultant.

1. APPLICANT INFORMATION Add Find Help

Primary Applicant

COMPANY NAME BA CODE

CONTACT NAME

TELEPHONE FAX

E-MAIL

Consultant

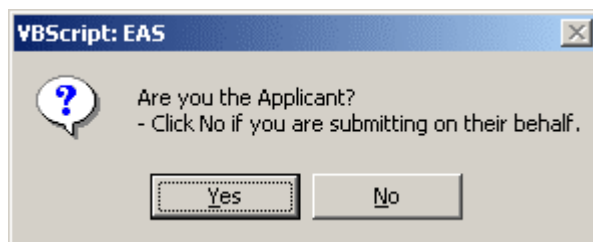
COMPANY NAME BA CODE

CONTACT NAME

TELEPHONE FAX

E-MAIL

Click **Add** on the Applicant Information toolbar. You are prompted to confirm if you are the primary applicant (click **Yes**) or a consultant acting on behalf of the applicant (click **No**).



All applicants must have a valid BA code from the [Petroleum Registry of Alberta](#). If you require a BA code or DDS login code, please contact the DDS Administrator at (403) 297-5802 or by e-mail at e-mail ddsadmin@ercb.ca.

Applicant

If you are the primary applicant, the company name and Business Associate (BA) code are automatically entered for you in the Applicant section based on your DDS login information.

Consultant

If you are submitting on behalf of an applicant, your company name and BA code are automatically entered in the Consultant section based on your DDS login information. A consultant is a person or corporation retained by the applicant to prepare the application.

As consultant, click **Find** on the Applicant Information toolbar to open a *Find Company* input window to select the name of the applicant that you are representing. You can also directly enter the BA code.

Find company

1. In the *Find Company* input window, enter as much of the company name as you know. Use the % wildcard character to help search if required. You can also enter the company Business Associate (BA) code. Examples are:


Company Name	To Get
PA	<u>P</u> ARKS CANADA, <u>P</u> ATCHY PET., <u>P</u> AGER LTD.
%WEST	<u>W</u> ESTERN EXP, CANADA <u>W</u> EST CO. GOLDEN <u>W</u> EST
Company Code	To Get
06AB	<u>06AB</u> (PA22 COMPANY INC.)
06%	All BA codes that start with 06; for example <u>0601</u> , <u>06AB</u> .

2. Click **Search** to list companies that match the criteria entered.

In this example, all companies whose BA code starts with 028 are listed.

Click **Search** to locate companies that match the criteria entered.

Click **Select** to enter the name of the highlighted company in the applicant field.

3. Highlight the entry you are looking for, and click **Select** to enter it in the Applicant field. (Click  to close the *Find Company* window and return to Schedule 1 without selecting an applicant.)

As consultant, you must then add contact information for the applicant you are representing. You and this contact will receive e-mail correspondence about the application.

Field	Description
Company Name	View the applicant name.
BA Code	View the applicant's assigned <u>B</u> usiness <u>A</u> ssociate code.
Contact Name (Required)	Enter the first and last names of the person who will be the main contact person for the application.
Telephone (Required)	Enter the 7- or 10-digit telephone number for the contact person.
Fax (Required)	Enter the 7- or 10-digit contact fax number.
E-mail	Enter the contact e-mail address.

(Required)

2. Attached schedules

Click **Add** to add a new schedule.

Click **Open** to open a schedule in the list.

Click **Delete** to delete a schedule in the list.

Click **Find Licence** to locate a licence (see [Find licence](#), p. 15).

2. ATTACHED SCHEDULES **Add** **Open** **Delete** **Find Licence** **Help**

LICENCE TYPE APPLICATION PURPOSE

ORIGINAL LICENCE NUMBER

SELF DISCLOSURE ☐ ORIGINAL LICENCE EVENT SEQUENCE

Licence Formats:
Well: Prefix + 7 Mandatory Digits + Suffix
i.e.: B00000414X OR 0234567
Facility: Numeric Portion of Licence
i.e.: 32456 OR 345

SCHEDULES INCLUDED ON CURRENT SUBMISSION
(Select the schedule and click 'Open' to view/edit, or 'Delete' to remove)

Enter the following information:

If the drop-down lists for the Licence Type and Application Purpose fields are blank, you may not be eligible for this type/category of licence.

Please contact the Facilities Applications help line - phone (403) 297-4369.

Field	Description																		
Licence Type (Required)	From the drop-down list, select if this application is for a well or facility licence. (Pipelines will be available in a future release.)																		
Application Purpose (Required)	From the drop-down list, select what the application is for: <table><tr><th>Purpose</th><th>Description</th></tr><tr><td colspan="2">Facility</td></tr><tr><td>New Licence</td><td>New facility application</td></tr><tr><td>Licence Amendment</td><td>Amendment to a previously issued facility licence</td></tr><tr><td colspan="2">Well</td></tr><tr><td>New Well</td><td>New well application</td></tr><tr><td>Re-entry, resumption</td><td>You are the licensee of the well and plan to resume drilling after original rig release, or you are not the current licensee and are applying to re-enter a well (see Schedule 4, 6. Re-entry, resumption, deepening of a well, p. 26).</td></tr><tr><td>Deepening</td><td>You are applying to deepen a well while the rig is on hole, resulting in an increase in the well category, for example, from B to C or C to D (see Schedule 4, 6. Re-entry, resumption, deepening of a well, p. 26).</td></tr><tr><td>Licence amendment</td><td>Amendment to a previously issued well licence prior to spud or rig release (see 4. Licence amendment only, p. 22). Use this to change an oil sands evaluation well to a conventional producing well (within 30 days of drilling).</td></tr></table>	Purpose	Description	Facility		New Licence	New facility application	Licence Amendment	Amendment to a previously issued facility licence	Well		New Well	New well application	Re-entry, resumption	You are the licensee of the well and plan to resume drilling after original rig release, or you are not the current licensee and are applying to re-enter a well (see Schedule 4, 6. Re-entry, resumption, deepening of a well , p. 26).	Deepening	You are applying to deepen a well while the rig is on hole, resulting in an increase in the well category, for example, from B to C or C to D (see Schedule 4, 6. Re-entry, resumption, deepening of a well , p. 26).	Licence amendment	Amendment to a previously issued well licence prior to spud or rig release (see 4. Licence amendment only , p. 22). Use this to change an oil sands evaluation well to a conventional producing well (within 30 days of drilling).
Purpose	Description																		
Facility																			
New Licence	New facility application																		
Licence Amendment	Amendment to a previously issued facility licence																		
Well																			
New Well	New well application																		
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Deepening	You are applying to deepen a well while the rig is on hole, resulting in an increase in the well category, for example, from B to C or C to D (see Schedule 4, 6. Re-entry, resumption, deepening of a well , p. 26).																		
Licence amendment	Amendment to a previously issued well licence prior to spud or rig release (see 4. Licence amendment only , p. 22). Use this to change an oil sands evaluation well to a conventional producing well (within 30 days of drilling).																		

Original Licence Number (Required for facility licence amendment and for well re-entry, resumption, deepening, and licence amendment applications)	<p>If the facility purpose is licence amendment or the well purpose is re-entry, resumption, deepening, or licence amendment, you must enter the original licence number. The licence number must be 7 digits. Additional prefixes or suffixes can be added; for example, <u>B00000414X</u>.</p> <p>If you do not know the licence number, click Find Licence to open an input window to locate it by DLS location (see Find licence, p. 15).</p>						
Additional Schedules	Schedules included with the application are listed here. Highlight an attached schedule and click Open to view the attached schedule. Click Delete to delete a highlighted schedule.						
Self-disclosure	<p>Select this to show that self-disclosure is in effect. For all new and/or licence amendment applications, you must attach:</p> <table><tr><th>Required Attachment</th><th>Description</th><th>Type</th></tr><tr><td>Self-disclosure</td><td>Explanation of why a self-disclosure is required, the events leading up to the application submission, and the action proposed/taken to ensure compliance</td><td>.doc, .jpg, .pdf, .xls</td></tr></table>	Required Attachment	Description	Type	Self-disclosure	Explanation of why a self-disclosure is required, the events leading up to the application submission, and the action proposed/taken to ensure compliance	.doc, .jpg, .pdf, .xls
Required Attachment	Description	Type					
Self-disclosure	Explanation of why a self-disclosure is required, the events leading up to the application submission, and the action proposed/taken to ensure compliance	.doc, .jpg, .pdf, .xls					
Original Licence Event Sequence	If there are there are multiple licence events, select the correct one from the drop-down list.						


Find licence

Click **Find Licence** to open a *Find Licence* input window to locate licences by DLS location. Only licences for the applicant are shown. EAS requires that licences have an associated application number.

1. Enter the following location information:

See [Appendix 2: Enter a DLS location](#), p. 122 for a description of the DLS system.

Field	Valid values
LSD (Required)	1-16
Section (Required)	1-36
Township (Required)	1-126
Range (Required)	1-30 for W4 & W5; 1-14 for W6
Meridian (Required)	4, 5, 6

2. Highlight the licence you are looking for, and click **Select** to enter it in the Original Licence Number field. (Click  to close the *Find Company* window without selecting a licence.)

When you complete Schedule 1

When you complete entering Schedule 1 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- include required and optional attachments (see [Attachments](#), p. 81).

Schedule 4 - Well Licence Application

Use Schedule 4 to apply for a well licence application for

- a new oil, gas, or crude bitumen well
- a water well > 150 m
- a new disposal or injection well
- re-entering a well
- resuming drilling operations after original rig release
- an evaluation well or test hole
- a coalbed methane well
- drilling a well through a potential hydrocarbon zone for any other purpose
- amending a previously issued well licence prior to spud or rig release
- deepening an existing well while the rig is on hole
- changing an oil sands evaluation well to a production well (if within 30 day of drilling)

Open Schedule 4 to complete a well application.

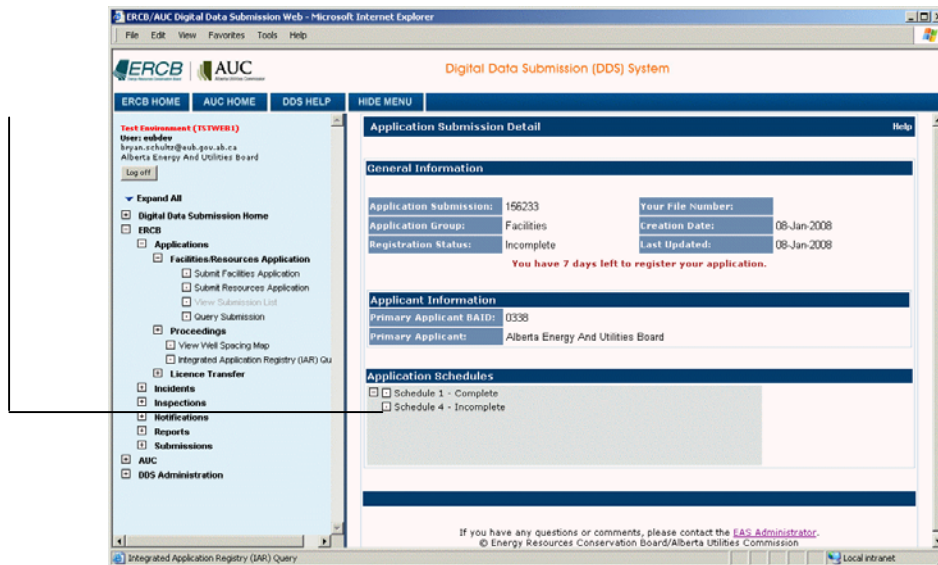
Open Schedule 4 at the bottom of Schedule 1
or
In the Application Submission Detail window
(see [View Submissions List](#), p. 92).

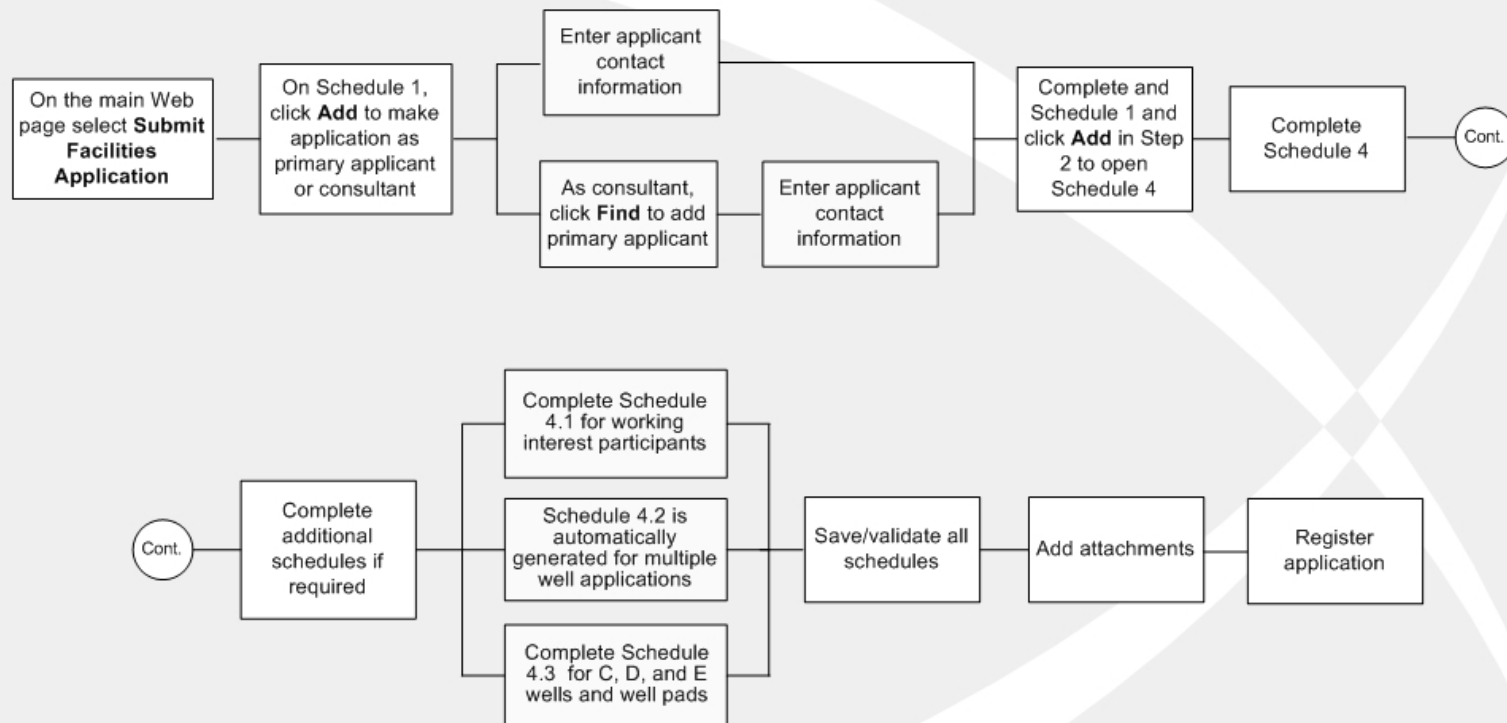
The screenshot shows a web application window titled "2. ATTACHED SCHEDULES". At the top, there are buttons: "Add", "Open", "Delete", "Find Licence", and "Help". Below these are several input fields:

- LICENCE TYPE: A dropdown menu with "Well" selected.
- APPLICATION PURPOSE: A dropdown menu with "New" selected.
- ORIGINAL LICENCE NUMBER: An empty text input field.
- SELF DISCLOSURE: A checkbox that is currently unchecked.
- ORIGINAL LICENCE EVENT SEQUENCE: A dropdown menu.

Below these fields is a section titled "SCHEDULES INCLUDED ON CURRENT SUBMISSION" with a subtext "(Select the schedule and click 'Open' to view/edit, or 'Delete' to remove)". It contains a single entry: "Schedule 4 - Incomplete". A mouse cursor is pointing at this entry. To the right of the input fields, there is a "Licence Formats" section with the following text:

Licence Formats:
Well: Prefix + 7 Mandatory Digits + Suffix
i.e.: B000000414X OR 0234567
Facility: Numeric Portion of Licence
i.e.: 32456 OR 345





Registering a well application in EAS

Schedule 4 toolbar

This is the Schedule 4 toolbar:



Button	Description
	Print the current schedule in Adobe PDF format.
	Save any changes made to the current schedule (see Save and validate an application , p. 79).
	Re-open Schedule 1 – Applicant General Information. This is where you can add attachments (see Attachments , p.81), and register an application (see Register an Application , p. 89).
	This is greyed if you currently have Schedule 4 open.
	Open Schedule 4.1. This button is active if you have any working interest participants in the well (see Schedule 4.1 - Working Interest Participants , p. 38).
	Open Schedule 4.3. A separate Schedule 4.3 is required for each Category C, D, and E well applications (see Schedule 4.3 – Well H2S Information , p. 41).
	Close this schedule. You are prompted to save or discard changes made so far.
	Open on-line help for the toolbar (see On-line help , p. 8).

1. Identification

1. IDENTIFICATION				Help
Applicant BA Code	<input type="text" value="0338"/>	Applicant Name	<input type="text" value="Alberta Energy And Utilities Board"/>	
Licence Type	<input type="text" value="Well"/>	Application Purpose	<input type="text" value="New"/>	Licensing Process <input type="text" value="Well Routine"/>

The information shown here was previously entered on Schedule 1.

Field	Description
Applicant BA Code	Applicant BA code entered on Schedule 1
Applicant Name	Primary applicant's name entered on Schedule 1
Licence Type	Well or facility licence application type
Purpose of Application	Application purpose entered on Schedule 1
Licensing Process	Current status of the well licence (Well Routine, Non-routine-Technical or Non-routine-Participant Involvement). This is determined based on information entered in the schedules.

2. Participant involvement requirements

2. PARTICIPANT INVOLVEMENT REQUIREMENTS Help

1. Consultation and notification requirements have been met: Public YES ☐ NO ☐
2. There are outstanding objections/concerns related to this application YES ☐ NO ☐
3. Distance to nearest surface development km

Enter the following participant involvement information:

Some attachments are required regardless of the application type; others are required based on the answers to questions on the forms.

1.	<p>Consultation and notification requirements have been met (Required)</p>	<p>Select Yes to show that all applicable requirements in Directive 056 (Sections 2, 7.8, and Table 7), and IL 82-11 Preservation Of Archaeological, Palaeontological, And Historical Resources: Policy Update have been met prior to submission.</p> <p>Select No to show that due to exceptional circumstances, the requirements have not been met. This includes being unable to contact a party or receive confirmation of non-objection as required. The Well Category is automatically set to Non-routine Participant Involvement. You must attach:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Required Attachment</th> <th style="width: 60%;">Description</th> <th style="width: 20%;">Type</th> </tr> </thead> <tbody> <tr> <td>Consultation and Notification</td> <td>Detailed explanation why consultation and notification requirements have not been met</td> <td>.doc</td> </tr> </tbody> </table> <p>For both Yes and No answers for Category E wells, you must attach:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Required Attachment</th> <th style="width: 60%;">Description</th> <th style="width: 20%;">Type</th> </tr> </thead> <tbody> <tr> <td>Participant Involvement</td> <td>Public disclosure and consultation documentation</td> <td>.doc, .pdf, .jpg, .xls</td> </tr> <tr> <td>Participant Involvement Map</td> <td>A map that details the radius of investigation for the participant involvement requirements</td> <td>.pdf, .jpg</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met	.doc	Required Attachment	Description	Type	Participant Involvement	Public disclosure and consultation documentation	.doc, .pdf, .jpg, .xls	Participant Involvement Map	A map that details the radius of investigation for the participant involvement requirements	.pdf, .jpg
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Participant Involvement	Public disclosure and consultation documentation	.doc, .pdf, .jpg, .xls															
Participant Involvement Map	A map that details the radius of investigation for the participant involvement requirements	.pdf, .jpg															
2.	<p>There are outstanding objections/concerns related to this application (Required)</p>	<p>Select Yes if there are outstanding concerns and/or objections. You must attach:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Required Attachment</th> <th style="width: 60%;">Description</th> <th style="width: 20%;">Type</th> </tr> </thead> <tbody> <tr> <td>Outstanding Objections</td> <td>Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation</td> <td>.doc, .pdf, .jpg</td> </tr> </tbody> </table> <p>Select No to show there are no outstanding objections or concerns.</p>	Required Attachment	Description	Type	Outstanding Objections	Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation	.doc, .pdf, .jpg									
Required Attachment	Description	Type															
Outstanding Objections	Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation	.doc, .pdf, .jpg															
3.	<p>Distance to nearest surface development (Required)</p>	<p>Enter the distance to the nearest surface development in kilometres to 2 decimal places.</p>															

3. Emergency response planning

See [Directive 071: Emergency Preparedness and Response Requirements for the Upstream Petroleum Industry](#) for details on emergency response plans (ERPs).

3. EMERGENCY RESPONSE PLANNING		Help
1.	The applicant will meet ERCB requirements for emergency response planning Enter the following ERP information:	YES <input type="checkbox"/>

1.	The applicant will meet ERCB requirements for emergency response planning (Required)	Select Yes to show that ERP requirements will be met.
----	---	---

For Category E wells, you must attach:

Required Attachment	Description	Type
Emergency Response Plan	A statement of confirmation that a corporate or specific plan has been submitted to the ERCB Operations Group in accordance with Directive 071 . If applicable, submit a copy of a pre-approved EPZ issued by ERCB Operations.	.doc, .gif, .jpg, .tif, .xls

4. Licence amendment only

This section is used if you selected Licence Amendment from the drop-down list in *Attached schedules* in Schedule 1 (see p. 14). A well must have an existing ERCB licence number before a licence amendment application can be filed.

This licence number was originally entered on Schedule 1.

2. ATTACHED SCHEDULES		Add	Open	Delete	Find Licence	Help
LICENCE TYPE	Well	APPLICATION PURPOSE		Licence Amendment		
		ORIGINAL LICENCE NUMBER		0382903		
		Licence Formats: Well: Prefix + 7 Mandatory Digits + Suffix i.e.: B00000414X OR 0234567 Facility: Numeric Portion of Licence i.e.: 32456 OR 345				
SELF DISCLOSURE <input type="checkbox"/>		ORIGINAL LICENCE EVENT SEQUENCE		0		

Enter all 7 digits of a well licence, for example, B00000414X or 0234567. For facility licences, enter only the numeric portion of licence, for example, for F99999, enter 9999.

If you are amending a licence issued prior to 1996, the original licence information may not be available in the ERCB records. Contact the Facilities Application group for further assistance.

As an applicant, the following licence amendment conditions apply:

- You must be the licensee to file a well licence amendment application.
- You must be able to demonstrate that there are no outstanding concerns/objections to file a well licence amendment application.
- You must file a well licence amendment application if any of the following information changes prior to spudding the well:
 - surface rights (Freehold and Crown)
 - mineral rights (Freehold and Crown)
 - surface location
 - ground elevation
 - surface coordinates
 - total depth
 - terminating formation
 - regulation section
 - well type
 - well purpose
 - Schedule 4.3
- You must file a well licence amendment application when re-entering an abandoned well, resuming drilling of a well after rig release, or deepening an existing well while the rig is on hole.
- You must file a well licence amendment application to correct inadvertent data entry errors or transposition of numbers.
- To amend the category type for an existing well licence, you must contact the Facilities Applications group.
- You must file a well licence amendment application to change the bottomhole location prior to spudding the well.

Note: Bottomhole location changes after spud date are captured in the directional survey.

Before spud date

If the category type is changing before the well is spud, request that the ERCB cancel the original licence and reapply for a new well licence.

Consultation/notification must be completed for a new category type. Make any other required revisions to the licence in this section.

While on hole

You must submit either a licence amendment or deepening application if you are drilling more than 150 m deeper than originally licensed or if the deepening will change the terminating formation. When you are applying for a deepening of the well and there are no changes to the category type, file a licence amendment application. If the category type does change, you must file a resumption application and complete [6. Re-entry, resumption, deepening of a well](#) (see p. 27).

If after rig release

File an application for a re-entry, resumption, or deepening and complete [6. Re-entry, resumption, deepening of a well](#).

Select the changes that the amendment will include:

Surface Location	Change in the surface location of the well within the same Drilling Spacing Unit (DSU). Enter the new surface DLS location, location coordinates, and latitude/longitude in 7. Well detail . You must attach:		
	Required Attachment	Description	Type
	Revised Survey Plan	Updated survey plan	.pdf, .jpg
Surface Coordinates	Change in the surface coordinates of the well. Enter the new surface coordinates and latitude/longitude in 7. Well detail . You must attach:		
	Required Attachment	Description	Type
	Revised Survey Plan	Updated survey plan	.pdf, .jpg
Bottomhole Location	Change in the bottomhole DLS location of the well. Enter the new bottomhole location in 7. Well detail . (If the well is vertical, this location is automatically changed if modifications are made to the well surface location.) You must attach:		
	Required Attachment	Description	Type
	Revised Survey Plan	Updated survey plan	.pdf, .jpg
Ground Elevation	Change in the ground elevation of the well. Enter the new ground elevation in 7. Well detail . You must attach:		
	Required Attachment	Description	Type
	Revised Survey Plan	Updated survey plan	.pdf, .jpg
Total Depth	Increase in the projected total depth of the well. Enter the new projected depth in 7. Well detail . (If the drilling type is not vertical, enter the projected vertical depth.)		
Terminating Formation	Change in the terminating formation for the well. Enter the new terminating formation in 7. Well detail . Confirm that you have the mineral rights to the new terminating formation in 9. Mineral rights.		
Mineral Rights	Change to the mineral ownership record for the well. Enter the new mineral rights owner (head lessor) in 7. Well detail .		
Surface Rights	Change to Crown or Freehold surface ownership rights. Enter the surface right owner for the well in Surface rights .		
Schedule 4.3	Change to any of the required H ₂ S information: Updates are made in Schedule 4.3 .		
Regulation Section	Change of purpose for the well and the corresponding regulation section of the Oil and Gas Conservation Regulations (OGCR)		
Well Type	Change in the well type. Enter the new well type in 5. Well purpose .		
Original Licence Number	The original licence number entered on Schedule 1, if Licence Amendments was selected in Attached schedules .		

5. Well purpose

5. WELL PURPOSE			Help
CATEGORY / TYPE	DESCRIPTION		
REGULATION SECTION <input type="radio"/> Section 2.020 <input type="radio"/> Section 2.030 <input type="radio"/> Section 2.040			
WELL TYPE	SUBSTANCE NAME	FORMATION NAME	
1. The proposed well is part of an experimental, primary, or commercial crude bitumen scheme YES <input type="radio"/> NO <input type="radio"/>			
If YES, Scheme Approval Number		Expiry Date (experimental schemes only)	

Enter the following well purpose information:

Category/Type (Required)	From the drop-down list, select the application category and type. <table border="1"> <thead> <tr> <th>Type</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>B140</td> <td>Single well with an H₂S content of 0.00 mol/kmol</td> </tr> <tr> <td>B141</td> <td>Commercial or source water well with an H₂S content of 0.00 mol/kmol</td> </tr> <tr> <td>B150</td> <td>Multiwell pad with an H₂S content of 0.00 mol/kmol</td> </tr> <tr> <td>C280</td> <td>Single well with an H₂S content > 0.00 mol/kmol and a release rate < 0.01 m³/s H₂S</td> </tr> <tr> <td>C290</td> <td>Multiwell pad wells with an H₂S content > 0.00 mol/kmol and a release rate < 0.01 m³/s H₂S</td> </tr> <tr> <td>C360</td> <td>Single well with an H₂S release rate ≥ 0.01 m³/s and < 0.3 m³/s</td> </tr> <tr> <td>C370</td> <td>Multiwell pad wells with an H₂S release rate ≥ 0.01 m³/s and < 0.3 m³/s</td> </tr> <tr> <td>D570</td> <td>Sour wells with a release rate ≥ 0.3 m³/s and < 2.0 m³/s H₂S</td> </tr> <tr> <td>E610</td> <td>Sour wells with a release rate ≥ 2.0 m³/s</td> </tr> <tr> <td>E620</td> <td>Wells with an H₂S release rate > 0.01 and < 0.1 m³/s and located within 0.5 km of an urban centre</td> </tr> <tr> <td>E621</td> <td>Wells with an H₂S release rate > 0.1 and < 0.3 m³/s and located within 1.5 km of an urban centre</td> </tr> <tr> <td>E622</td> <td>Wells with an H₂S release rate > 0.3 but < 2.0 m³/s and located within 5.0 km of an urban centre</td> </tr> </tbody> </table> If you select a Category C, D, or E well, you must complete Schedule 4.3 (see p. 41).	Type	Description	B140	Single well with an H ₂ S content of 0.00 mol/kmol	B141	Commercial or source water well with an H ₂ S content of 0.00 mol/kmol	B150	Multiwell pad with an H ₂ S content of 0.00 mol/kmol	C280	Single well with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S	C290	Multiwell pad wells with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S	C360	Single well with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s	C370	Multiwell pad wells with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s	D570	Sour wells with a release rate ≥ 0.3 m ³ /s and < 2.0 m ³ /s H ₂ S	E610	Sour wells with a release rate ≥ 2.0 m ³ /s	E620	Wells with an H ₂ S release rate > 0.01 and < 0.1 m ³ /s and located within 0.5 km of an urban centre	E621	Wells with an H ₂ S release rate > 0.1 and < 0.3 m ³ /s and located within 1.5 km of an urban centre	E622	Wells with an H ₂ S release rate > 0.3 but < 2.0 m ³ /s and located within 5.0 km of an urban centre
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E622	Wells with an H ₂ S release rate > 0.3 but < 2.0 m ³ /s and located within 5.0 km of an urban centre																										
Regulation Section (see Directive 056 , Table 7.7.) (Required)	Check the appropriate box to indicate the section of the OGCR that this application is being submitted under. <table border="1"> <thead> <tr> <th>Regulation Section</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Section 2.020</td> <td>Conventional well.</td> </tr> <tr> <td>Section 2.030</td> <td>Oil sands evaluation well, test hole, or experimental well</td> </tr> <tr> <td>Section 2.040</td> <td>Wells drilled greater than 150 m to supply water for any purpose</td> </tr> </tbody> </table>	Regulation Section	Description	Section 2.020	Conventional well.	Section 2.030	Oil sands evaluation well, test hole, or experimental well	Section 2.040	Wells drilled greater than 150 m to supply water for any purpose																		
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Section 2.040	Wells drilled greater than 150 m to supply water for any purpose																										
Well Type (Required)	From the drop-down list, select the type of well.																										
Substance Name (Required)	From the drop-down list, select the target substance(s).																										

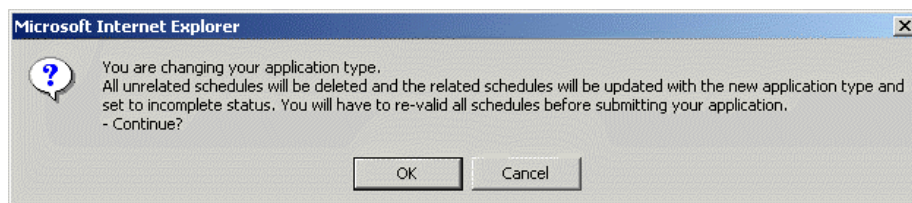
Formation Name (Required)	From the drop-down list, select the corresponding target formation(s).
The proposed well is part of an experimental, primary, or commercial crude bitumen scheme? (Required for Experimental Schemes or Crude Bitumen only)	Select Yes to show that the proposed well is part of an approved experimental, primary, or commercial crude bitumen scheme; select No if it is not. If you select Yes, you must enter the Scheme Approval Number and Expiry Date in the next fields.
If Yes, Scheme Approval Number	If the proposed well is part of an approved experimental, primary, or commercial crude bitumen scheme, enter the Scheme Approval number.
Expiry Date (Experimental schemes only)	If the well is part of an experimental scheme, enter the expiry date in the format dd-mmm-yy.

To update an application category/type

Use this when you need to change the application type before you have completed your submission.

1. Open Schedule 4 for the application you want to modify.
2. Change the Category/Type.

When you tab out of the field, you are prompted to confirm the change.



3. Click **Yes** to continue with the application category/type change. EAS updates related schedules with the new type and deletes any schedules that are no longer required. You must validate all information again before registering the updated application.

6. Re-entry, resumption, deepening of a well

Complete Step 6 if you are resuming drilling operations after rig release, re-entering an abandoned well, or deepening a well while on hole, which results in a change in category type (e.g., B140 to C280).

Before spud date

If the category type is changing before the well is spud, request that the ERCB cancel the original licence and apply for a new well licence. You must complete consultation/notification for the new category type. Any other revisions to the licence are made by completing [4. Licence amendment only](#).

While on hole

You must submit a licence amendment or resumption application if you are drilling more than 150 m deeper than originally licensed or if the deepening will change the terminating formation. When you are applying for a deepening of the well and there are no changes to the category type, complete [4. Licence amendment only](#). If the category type changes, complete this section.

If after rig release

Complete this section, Step 6: Re-entry, resumption, deepening of a well.

6. RE-ENTRY / RESUMPTION / DEEPENING OF A WELL		Help
ORIGINAL LICENCE NUMBER	<input type="text"/>	
1.	The applicant is the licensee of the well	YES <input type="radio"/> NO <input type="radio"/>
2.	The well is currently abandoned	YES <input type="radio"/> NO <input type="radio"/>
3.	The applicant has the rights to the existing wellbore.....	YES <input type="radio"/> NO <input type="radio"/>
4.	Casing will be pressure tested to meet the minimum requirements	YES <input type="radio"/> NO <input type="radio"/>

Enter the following re-entry, resumption, deepening information:

	Original Licence Number	The licence number entered Schedule 1.
1.	The applicant is the licensee of the well (Required)	Select Yes to show you are the well licensee; select No if you are not.
2.	The well is currently abandoned (Required)	Select Yes to show that the well is currently abandoned according to ERCB record; select No if it is not.

3.	The applicant has the rights to the existing wellbore (Required)	<p>Select Yes to show that, as applicant, you have the rights.</p> <p>Select No if you do not have the rights. You must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Wellbore Rights Exemption</td> <td>Re-entry, resumption, deepening of a well: Explanation of why you do not have the rights to the existing wellbore. May require supporting documentation.</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table> <p>For Category E wells, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Wellbore Rights</td> <td>Re-entry, resumption, deepening of a well. Letter of indemnification or wellbore transfer documentation.</td> <td>.jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Wellbore Rights Exemption	Re-entry, resumption, deepening of a well: Explanation of why you do not have the rights to the existing wellbore. May require supporting documentation.	.doc, .jpg, .pdf	Required Attachment	Description	Type	Wellbore Rights	Re-entry, resumption, deepening of a well. Letter of indemnification or wellbore transfer documentation.	.jpg, .pdf
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Required Attachment	Description	Type												
Wellbore Rights	Re-entry, resumption, deepening of a well. Letter of indemnification or wellbore transfer documentation.	.jpg, .pdf												
4.	Casing will be pressure tested to meet the minimum requirements	<p>Select Yes to show that prior to commencing drilling operations, the existing casing will be tested in accordance with Directive 036: Drilling Blowout Prevention Requirements and Procedures requirements and a casing inspection log will be run to verify the burst rating and/or condition of the existing (in-hole) casing.</p> <p>Select No if the existing casing will be pressure tested to meet the minimum requirement and a casing inspection log will not be run to verify the burst rating and/or condition of the existing casing. You must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Pressure Testing Explanation</td> <td>Re-entry, resumption, deepening of a well. Detailed explanation to verify that the casing still meets the appropriate design factor for burst as stated in Directive 036 and Directive 056, Section 7.9.4.</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table> <p>For Category E wells, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Pressure Testing</td> <td>Re-entry, resumption, deepening of a well: An explanation of the method used for pressure testing and information regarding a casing inspection log.</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Pressure Testing Explanation	Re-entry, resumption, deepening of a well. Detailed explanation to verify that the casing still meets the appropriate design factor for burst as stated in Directive 036 and Directive 056 , Section 7.9.4.	.doc, .jpg, .pdf	Required Attachment	Description	Type	Pressure Testing	Re-entry, resumption, deepening of a well: An explanation of the method used for pressure testing and information regarding a casing inspection log.	.doc, .jpg, .pdf
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Pressure Testing	Re-entry, resumption, deepening of a well: An explanation of the method used for pressure testing and information regarding a casing inspection log.	.doc, .jpg, .pdf												

7. Well detail

Enter the following well information for single wells and multiwell pads:

Click **Add Well** to open a location input window to add additional wells.

7. WELL DETAIL
Add Well
Help

WELL NAMES ADDED (Click 'Add Well' to add details to list, 'Delete Well' to remove details, and 'View Well' to view details)

View	Delete	Well Name
View	Delete	

- Surface casing meets the requirements of Directive 008..... YES ☐ NO ☐ N/A ☐
- A directional survey will be run if the well deviates from vertical YES ☐ NO ☐

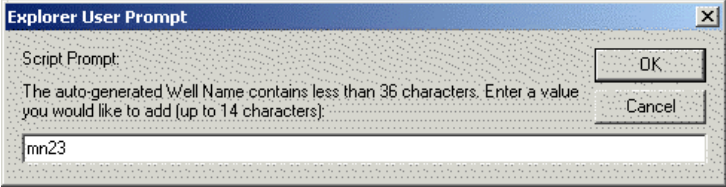
EAS Well Location -- Web Page Dialog

Bottom Hole Location					Type of Drilling Operation	Surface Location					Surface Coordinates			
LSD	SEC	TWP	RGE	MER		LSD	SEC	TWP	RGE	MER	N/S	N/S	E/W	E/W
											DISTANCE	CODE	DISTANCE	CODE
Create Well Name *														
Surface Casing Depth (m)		Projected Total Depth (m)		True Vertical Depth (m)		Ground Elevation (m)		Mineral Rights						
Terminating Formation					Surface Latitude (NAD 83)					Surface Longitude (NAD 83)				
Save										Cancel				

If you are filing a multiwell pad application, a completed Schedule 4.2 will be automatically generated. See [Multiwell pads](#), p. 31.

Field	Description										
Bottomhole Location (Required)	Enter the DLS location of the well bottomhole. See Appendix 2: Enter a DLS location , p. 123.										
Type of Drilling Operation (Required)	From the drop-down list, select the type of drilling operation (i.e., vertical, directional, horizontal, slant, or natural drift).										
Surface Location (Required)	Enter the DLS surface location of the wellbore.										
Surface Coordinates (Required)	Enter the well surface coordinates. <table border="1"> <thead> <tr> <th>Field</th><th>Description</th></tr> </thead> <tbody> <tr> <td>N/S Distance</td><td>North/south distance of the surface location measured from the well to the outside boundaries of the section containing the well, rounded to the nearest 0.1 m</td></tr> <tr> <td>N/S Code</td><td>N(orth) or S(outh) to show the direction of measurement from the well to the section boundary</td></tr> <tr> <td>E/W Distance</td><td>East/west distance of the surface location measured from the well to the outside boundaries of the section containing the well, rounded to the nearest 0.1 m</td></tr> <tr> <td>E/W Code</td><td>E(ast) or W(est) to show the direction of measurement from the well to the section boundary</td></tr> </tbody> </table>	Field	Description	N/S Distance	North/south distance of the surface location measured from the well to the outside boundaries of the section containing the well, rounded to the nearest 0.1 m	N/S Code	N(orth) or S(outh) to show the direction of measurement from the well to the section boundary	E/W Distance	East/west distance of the surface location measured from the well to the outside boundaries of the section containing the well, rounded to the nearest 0.1 m	E/W Code	E(ast) or W(est) to show the direction of measurement from the well to the section boundary
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E/W Code	E(ast) or W(est) to show the direction of measurement from the well to the section boundary										

Please enter coordinates using NAD 83/MATS (Master ATS) Grid – March 2005. Formula to convert degrees, minutes, seconds to decimal degrees:
 $\text{Decimal Degrees} = A + (B/60) + (C/3600)$
 A = Degrees
 B = Minutes
 C = Seconds

Well Name (Required)	<p>Click Create Well Name to open an input window to enter the proposed well name, in accordance with the OGCR Section 13.020, and Directive 006: Licensee Liability Rating (LLR) Program and Licence Transfer Process.</p> <p>Well names can be up to 36 characters in length. EAS creates a template well name for you that is a concatenation of the ERCB Business Associate abbreviation, optional characters if there is space (you are prompted to enter the optional free characters), the field (If there is no field, the strike area is used), and the LSD, section, township, and range of the bottomhole location. For bitumen wells, the oil sands name is used.</p> 
Surface Casing Depth (m) (Required)	Enter the total depth of the surface casing depth to the nearest metre.
Projected Total Depth (m) (Required)	Enter the projected total depth to the nearest metre.
True Vertical Depth (m) (Required)	Enter the true vertical depth to the nearest metre if the well is expected to deviate from vertical.
Ground Elevation (m) (Required)	Enter the surveyed ground elevation rounded to the nearest 0.1 m.
Mineral Rights (Required)	From the drop-down list, select if the mineral rights are Alberta Crown, Freehold, or both.
Terminating Formation (Required)	From the drop-down list, enter the deepest formation that the well will terminate in and where you have the right to produce. Do not record the 15 m overhole formation as the terminating formation unless you hold the mineral rights for this formation.
Surface Latitude (Required)	Enter the surface well location latitude in decimal degrees to 6 decimal places (NAD 83).
Surface Longitude (Required)	Enter the surface well location latitude in decimal degrees to 6 decimal places (NAD 83).
Well Names Added (Multiwell Pads only)	Enter and view the names of wells in a multiwell pad or scheme of observation wells. See Multiwell pads , p. 32.

1.	Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements (Section 7.9.9) (Required)	<p>Select Yes if the proposed surface casing meets the requirements of <i>Directive 008</i>.</p> <p>Select No if the surface casing does not meet the requirements. You must attach:</p> <table border="1" data-bbox="777 338 1458 686"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Surface Casing Exemption Request</td> <td>A discussion that includes an area search for AOF data, geology, thermal schemes and operations, or a copy of an approval granted by ERCB Operations</td> <td>.doc, .jpg, .pdf</td> </tr> <tr> <td>Required Attachment</td> <td>Description</td> <td>Type</td> </tr> <tr> <td>Surface Casing Map</td> <td>A map of wells within a 3 km radius to accompany the surface casing exemption request</td> <td>.jpg, .pdf</td> </tr> </tbody> </table> <p>Select N/A to show that <i>Directive 008</i> requirements do not apply, for example, if the well licence application is to re-enter an existing wellbore.</p> <p>For Category E wells, you must attach:</p> <table border="1" data-bbox="777 854 1458 1058"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Surface Casing Checksheet</td> <td>A surface casing check sheet, pressure survey, and pressure gradient documentation, as well as documentation confirming protection of the groundwater</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Surface Casing Exemption Request	A discussion that includes an area search for AOF data, geology, thermal schemes and operations, or a copy of an approval granted by ERCB Operations	.doc, .jpg, .pdf	Required Attachment	Description	Type	Surface Casing Map	A map of wells within a 3 km radius to accompany the surface casing exemption request	.jpg, .pdf	Required Attachment	Description	Type	Surface Casing Checksheet	A surface casing check sheet, pressure survey, and pressure gradient documentation, as well as documentation confirming protection of the groundwater	.doc, .jpg, .pdf
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Required Attachment	Description	Type																		
Surface Casing Checksheet	A surface casing check sheet, pressure survey, and pressure gradient documentation, as well as documentation confirming protection of the groundwater	.doc, .jpg, .pdf																		
2.	A directional survey will be run if the well deviates from vertical (Required)	<p>Select Yes to show that a directional survey will be run if the well deviates from vertical.</p> <p>Select No to show that a directional survey will not be run. You must attach:</p> <table border="1" data-bbox="777 1220 1458 1373"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Directional Survey</td> <td>Explanation why a directional survey will not be run</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Directional Survey	Explanation why a directional survey will not be run	.doc, .jpg, .pdf												
Required Attachment	Description	Type																		
Directional Survey	Explanation why a directional survey will not be run	.doc, .jpg, .pdf																		

Multiwell pads

To enter wells for a multiwell pad:

1. Click **Add Well** to open a location input window.
2. Enter all required information for the first well in the Well Details section.
3. Save Well Detail information.

4. Repeat Steps 1 -3 to add subsequent locations.

View	Delete	Well Name
<input type="button" value="View"/>	<input type="button" value="Delete"/>	AEUB TEST DLHRT 7-1-53-24
<input type="button" value="View"/>	<input type="button" value="Delete"/>	AEUB TEST GPINE 7-19-31-22

5. Click **View** to show the details for the well in the Well Details section. You can then edit the fields and click **Add Well** again to enter a series of wells with only minor changes to the well detail information. (Click **Delete** to remove a well from the multiwell pad list.)

8. Well classification

Enter the following well classification information:

Field	Description
Lahee Classification	From the drop-down list, select the well Lahee classification (see Directive 056 , Table 7.9).
If the Lahee classification is Deeper Pool Test, well will be exploratory below	From the drop-down list, select the formation below which the proposed well will be exploratory.
Depth (m)	Enter the projected depth (to the nearest metre) to the base of the formation below which the proposed well will be exploratory.
Confidential Status	From the drop-down list, select the confidential status of the proposed well.
If status is Confidential Below, well will be confidential below	From the drop-down list, enter the name of the formation below which the proposed well will be confidential.

1.	Drill cutting samples are required to be taken.	<p>Select Yes to indicate that drill cutting samples are required to be taken (Directive 056, Section 7.9.8, and Oil and Gas Conservation Regulations, Section 11.010).</p> <p>Select No to show that the samples are not required.</p>										
1a.	If Yes, drill cutting samples will be collected and submitted as required.	<p>Select Yes to show that drill cutting samples will be collected and submitted as required.</p> <p>Select No to show that the samples will not be collected and submitted. You must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Drill Cutting Waiver Request</td> <td>Documentation to support a drill cutting waiver request or a copy of an approval granted by the ERCB Geology and Reserves group</td> <td>.doc, .pdf, .jpg</td> </tr> </tbody> </table>			Required Attachment	Description	Type	Drill Cutting Waiver Request	Documentation to support a drill cutting waiver request or a copy of an approval granted by the ERCB Geology and Reserves group	.doc, .pdf, .jpg		
Required Attachment	Description	Type										
Drill Cutting Waiver Request	Documentation to support a drill cutting waiver request or a copy of an approval granted by the ERCB Geology and Reserves group	.doc, .pdf, .jpg										
1b.	If required to be collected and submitted, drill cutting samples will be provided as follows:	<p>If drill cutting sample collection and submission are ended and then resumed deeper in the well, repeat the following procedure for the next deeper interval in the second row provided.</p> <table border="1"> <tr> <td>From Formation</td> <td>From the drop-down list, select the formation or the casing depth 30 m above which submission of drill cutting samples begins.</td> </tr> <tr> <td>Depth</td> <td>To the nearest metre, enter the proposed depth at which drill cutting sample collection submission begins.</td> </tr> <tr> <td>To Formation</td> <td>From the drop-down list, select the formation or the casing depth 30 m below which sample collection and submission end or enter total depth if that is where sample collection ends.</td> </tr> <tr> <td>Depth</td> <td>To the nearest metre, enter the proposed depth at which drill cutting sample collection submission ends.</td> </tr> </table>			From Formation	From the drop-down list, select the formation or the casing depth 30 m above which submission of drill cutting samples begins.	Depth	To the nearest metre, enter the proposed depth at which drill cutting sample collection submission begins.	To Formation	From the drop-down list, select the formation or the casing depth 30 m below which sample collection and submission end or enter total depth if that is where sample collection ends.	Depth	To the nearest metre, enter the proposed depth at which drill cutting sample collection submission ends.
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To Formation	From the drop-down list, select the formation or the casing depth 30 m below which sample collection and submission end or enter total depth if that is where sample collection ends.											
Depth	To the nearest metre, enter the proposed depth at which drill cutting sample collection submission ends.											

9. Mineral rights

9. MINERAL RIGHTS Help

1. The applicant has the rights for all intended purposes of the proposed well YES ☐ NO ☐
2. The applicant has the rights to a complete drilling spacing unit YES ☐ NO ☐

Enter the following mineral rights information:

If you answer No to both of the Mineral Rights questions, you only need to submit the mineral Rights/DSU Exemption once.

1.	<p>The applicant has the rights for all intended purposes of the proposed well (Required)</p>	<p>Select Yes to show that the applicant has acquired the right to produce from the intended formation(s) for the complete drilling spacing unit as stated in Well Purpose.</p> <p>Select No to show that due to exceptional circumstances, all applicable requirements as cited above have not been met. You must attach:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Required Attachment</th> <th style="width: 60%;">Description</th> <th style="width: 20%;">Type</th> </tr> </thead> <tbody> <tr> <td>Mineral Rights/DSU Exemption</td> <td>Explanation why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table> <p>For Category E wells, you must attach:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Required Attachment</th> <th style="width: 60%;">Description</th> <th style="width: 20%;">Type</th> </tr> </thead> <tbody> <tr> <td>Mineral Rights</td> <td>Crown mineral lease number or Freehold minerals agreement</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Mineral Rights/DSU Exemption	Explanation why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)	.doc, .jpg, .pdf	Required Attachment	Description	Type	Mineral Rights	Crown mineral lease number or Freehold minerals agreement	.doc, .jpg, .pdf
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Required Attachment	Description	Type												
Mineral Rights	Crown mineral lease number or Freehold minerals agreement	.doc, .jpg, .pdf												
2.	<p>The applicant has the rights to a complete drilling spacing unit (Required)</p>	<p>Select Yes to show that you have secured the rights to a complete drilling spacing unit.</p> <p>Select No if you have not. You must attach:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Required Attachment</th> <th style="width: 60%;">Description</th> <th style="width: 20%;">Type</th> </tr> </thead> <tbody> <tr> <td>Mineral Rights/DSU Exemption</td> <td>Explanation why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table> <p>Note: If you do not have all mineral rights for the entire drilling spacing unit and you are awaiting other ERCB approvals (e.g., reduced spacing application), your application may be premature. In these instances, you should not submit your well licence application unless you can meet current spacing requirements.</p>	Required Attachment	Description	Type	Mineral Rights/DSU Exemption	Explanation why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)	.doc, .jpg, .pdf						
Required Attachment	Description	Type												
Mineral Rights/DSU Exemption	Explanation why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)	.doc, .jpg, .pdf												

10. Surface rights

10. SURFACE RIGHTS Help

1. The Surface owner is Alberta Crown ☐ Freehold ☐

Enter the following well surface rights information:

<p>The surface owner is (Required)</p>	<p>Select Alberta Crown to show that the surface owner is Crown. Select Freehold if the surface owner is Freehold.</p>
--	--

11. Surface impact

11. SURFACE IMPACT		Help
1. The ERCB water body setback requirements have been met.....	YES <input type="radio"/> NO <input type="radio"/>	
1a. All other ERCB setback requirements have been met	YES <input type="radio"/> NO <input type="radio"/>	
2. The proposed well site and/or access road will meet the ERCB environmental requirements ..	YES <input type="radio"/> NO <input type="radio"/>	
3. The proposed well site requires Historical Resources Act clearance (Freehold land only).....	YES <input checked="" type="radio"/> NO <input type="radio"/>	
3a. If YES, Alberta Community Development has granted clearance for the well site (Freehold land only).....	YES <input checked="" type="radio"/> NO <input type="radio"/>	

Enter the following surface impact information:

1.	The ERCB water body setback requirements have been met (Required)	<p>Select Yes to show that the well will meet the water body setback requirements (Directive 056, Section 7.9.12.1), or that there is no water body within 100 m of the well centre.</p> <p>Select No to show that due to exceptional circumstances, the requirements have not been met. You must include the following Water Body Protection attachment.</p> <p>If the proposed well is a Category E well and is located within 100 m of a water body, you must also include this attachment.</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Water Body Protection</td> <td>If the well centre is less than 100 m from a water body, an explanation that outlines acceptable methods to prevent pollution of the water, addressing both the drilling and future production operations and considering the consequences of a spill</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Water Body Protection	If the well centre is less than 100 m from a water body, an explanation that outlines acceptable methods to prevent pollution of the water, addressing both the drilling and future production operations and considering the consequences of a spill	.doc, .jpg, .pdf
Required Attachment	Description	Type						
Water Body Protection	If the well centre is less than 100 m from a water body, an explanation that outlines acceptable methods to prevent pollution of the water, addressing both the drilling and future production operations and considering the consequences of a spill	.doc, .jpg, .pdf						
1a.	All other ERCB setback requirements have been met (Required)	<p>Select Yes to show that the proposed well will meet all applicable surface improvement setback requirements outlined in Directive 056, Sections 7.9.12.2 to 7.9.12.5.</p> <p>Select No if</p> <ul style="list-style-type: none"> • due to exceptional circumstances, all applicable requirements as cited above have not been met, or • the surface improvement is not a pipeline/utility right-of-way, a gas co-op right-of-way, or a private access, or • you are not able to acquire the consent of the surface improvement owner. <p>You must include the following Other Setbacks attachment. If the proposed well is a Category E well and is located within 100 m of a surface improvement, you must also include this attachment.</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Other Setbacks</td> <td>If the well centre is located less than 100 m from a surface improvement, documentation confirming that consent from the surface improvement owner was received prior to application or an explanation of why you are not able to acquire consent</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Other Setbacks	If the well centre is located less than 100 m from a surface improvement, documentation confirming that consent from the surface improvement owner was received prior to application or an explanation of why you are not able to acquire consent	.doc, .jpg, .pdf
Required Attachment	Description	Type						
Other Setbacks	If the well centre is located less than 100 m from a surface improvement, documentation confirming that consent from the surface improvement owner was received prior to application or an explanation of why you are not able to acquire consent	.doc, .jpg, .pdf						

2.	The proposed well site and/or access road will meet ERCB environmental requirements (Required)	<p>Select Yes to show that the proposed well site or access road will meet all applicable environmental requirements stated in Directive 056, Section 7.9.13.</p> <p>Select No, if due to exceptional circumstances, all applicable requirements as cited above have not been met. You must attach:</p> <table border="1" data-bbox="812 373 1479 600"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Environmental Requirements Exemption</td> <td>If you cannot meet the environmental requirements, submit a detailed explanation outlining why you cannot meet requirements and the alternative mitigative measures proposed to protect the environment</td> <td>.doc</td> </tr> </tbody> </table> <p>For Category E wells, you must attach:</p> <table border="1" data-bbox="812 646 1479 873"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Environmental Requirements</td> <td>If mitigation measures are necessary to protect the environment, you must submit documentation outlining the steps that will be taken to ensure the protection of the environment and that all ERCB requirements are met</td> <td>.doc</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Environmental Requirements Exemption	If you cannot meet the environmental requirements, submit a detailed explanation outlining why you cannot meet requirements and the alternative mitigative measures proposed to protect the environment	.doc	Required Attachment	Description	Type	Environmental Requirements	If mitigation measures are necessary to protect the environment, you must submit documentation outlining the steps that will be taken to ensure the protection of the environment and that all ERCB requirements are met	.doc
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Environmental Requirements	If mitigation measures are necessary to protect the environment, you must submit documentation outlining the steps that will be taken to ensure the protection of the environment and that all ERCB requirements are met	.doc												
3.	The proposed well site requires Historical Resources Act clearance (Freehold land only)	<p>Select Yes to show that the proposed well site requires clearance by Alberta Community Development (ACD), in accordance with the Historical Resources Act. Select No to show that the proposed well site does not require clearance by ACD.</p>												
3a.	If Yes, Alberta Community Development has granted clearance for the well site (Freehold land only)	<p>Select Yes to show that Alberta Community Development has granted clearance for the proposed well site. Select No if the clearance has not been granted. You must attach:</p> <table border="1" data-bbox="812 1167 1469 1289"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>ACD Explanation</td> <td>Explanation of why ACD has not provided clearance</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table> <p>For both Yes and No answers for Category E wells, you must attach:</p> <table border="1" data-bbox="812 1365 1469 1484"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>ACD Clearance</td> <td>Documentation granting clearance from ACD</td> <td>.doc, .pdf, .jpg</td> </tr> </tbody> </table>	Required Attachment	Description	Type	ACD Explanation	Explanation of why ACD has not provided clearance	.doc, .jpg, .pdf	Required Attachment	Description	Type	ACD Clearance	Documentation granting clearance from ACD	.doc, .pdf, .jpg
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ACD Explanation	Explanation of why ACD has not provided clearance	.doc, .jpg, .pdf												
Required Attachment	Description	Type												
ACD Clearance	Documentation granting clearance from ACD	.doc, .pdf, .jpg												

12. Working interest participants

12.WORKING INTEREST PARTICIPANTS

[Help](#)

1. The licensee is the only working participant. If NO, attach a completed Schedule 4.1

YES ☐ NO ☐

You must provide working interest participant information when you are not the 100 per cent interest participant in the proposed well.

As an applicant, you must be a working interest participant in the well in order to apply for a well licence.

Enter the following working interest participants information:

Working interest participation must total 100 per cent.

<p>The licensee is the only working participant. If No, attach a completed Schedule 4.1. (Required)</p>	<p>Select Yes to show that at the time of application you are the 100 per cent working interest participant in the proposed well.</p> <p>Select No if at the time of application you are not the only working interest participant. You must complete Schedule 4.1, identifying all of the working interest participants and their percentage interest in the proposed well.</p>
--	--

When you complete Schedule 4

When you finish entering Schedule 4 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Schedule 4.1 - Working Interest Participants

Use Schedule 4.1 to enter any working interest participants in the well. You must complete this schedule if you selected **No** to Question 1 “*The licensee is the only working participant. If No, attach a completed Schedule 4.1.*” in [12. Working interest participants](#) on Schedule 4.

1. Click **Sched 4.1** on the main toolbar to open Schedule 4.1.

The date, Reference File Number from Schedule 4 (if used), current Submission Status, Submission ID, and Creation Date are shown at the top of the schedule.

Energy Resources Conservation Board Directive 056 - Schedule 4.1 Working Interest Participants - Wells

DAY-MONTH-YEAR
09-Jan-2008

APPLICANT'S REFERENCE

The applicant certifies that the information here and in all supporting documentation is correct and that the facility, pipeline or well will be drilled, constructed, amended, and abandoned in accordance with all regulatory requirements or as directed by the Energy Resources Conservation Board.

Submission Status **Incomplete** Submission Id **156246** Creation Date **09-Jan-2008**

IDENTIFICATION [Help](#)

Applicant BA Code **0338** Applicant Name **Alberta Energy And Utilities Board**

Licence Type **Well** Application Purpose **New** Licensing Process **Well Routine**

1. WORKING INTEREST PARTICIPANTS: [Add Participant](#) [Help](#)

Click "Add Participant" to include Participant information (click "View" to view/edit or "Delete" to remove).

View	Delete	BA Code	Company Name	Percentage
View	Delete	0338	Alberta Energy And Utilities Board	50

Total Percentage must = 100% **50** %

If you have any questions or comments, please contact the [EAS Administrator](#).
© Energy Resources Conservation Board

2. Click **Add Participant** to open an input panel to select and enter working interest participants.
 - Click **Find Participant** to open the [Find company](#) search window to locate participants (see p. 13).
 - Click **Save** to save the current participant in the list. (Click **Cancel** to cancel the current entry and close the input panel).
3. Click **View** to view and edit the participant information (Click **Delete** to delete this entry.)
4. Enter the following information:

BA Code	Enter the 4-digit business associate (BA) code issued to the working interest participant for each participating company including your own.
Company Name (Required)	Enter the full corporate name of all working interest participants, including your company name. (This field is automatically populated if Find company is used.)
Percentage (Required)	Enter each participant's percentage of participation in the well.

Working interest participation must total 100 per cent.

Click **Find Participant** to open the *Find Company* search window to locate participants (see p. 13).

Click **Save** to save the current participant in the list. (Click **Cancel** to cancel the current entry and close the input panel.)

Click **View** to view and edit the information for this participant. (Click **Delete** to delete this entry.)

View	Delete	BA Code	Company Name	Percentage
<input type="button" value="View"/>	<input type="button" value="Delete"/>	0338	Alberta Energy And Utilities Board	50

Total Percentage must = 100% 50 %

When you complete Schedule 4.1

When you complete entering Schedule 4.1 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Schedule 4.2 - Multiple Well Applications

In EAS, multiple well information is collected in [7. Well detail](#) of Schedule 4 (see p. 29).

The following conditions apply to all wells in a multiple well application:

- the surface location of all wells is the same legal subdivision or adjoining legal subdivision,
- all wells are the same well type (e.g., injection, production), and
- all wells are to be licensed under the same section of the [Oil and Gas Conservation Regulations](#).

Oil sands evaluation wells that are licensed under Section 2.030 of the OGCR may be applied for as a multiple well application if

- they are part of the same project, and
- the producing and terminating formations of all wells applied for are the same.

Schedule 4.3 – Well H₂S Information

Click **Sched 4.3** on the main toolbar to open Schedule 4.3. A separate Schedule 4.3 is required for C, D, and E well applications.

For well pad licence applications, choose the maximum cumulative H₂S release rate assessment values for the entire pad. You can file separate well or well pad licence applications if you do not want to accept the maximum cumulative H₂S release assessment rate value for the entire pad.

1. H₂S release rate well prognosis by potential H₂S horizon

This is where you address the H₂S potential of all prospective formations encountered by the well. If your analysis has determined that there is no potential to meet H₂S in a formation, you must demonstrate that the formation has been considered in your evaluation by recording zero for the release rate information.

For the purpose of the H₂S evaluation, you must consider the formation encountered at the total depth when completing the drilling case (i.e., evaluate the 15 m overhole formation).

1. H ₂ S RELEASE RATE WELL PROGNOSIS BY POTENTIAL H ₂ S HORIZON					
					Add H₂S Release Rate
Click "Add H ₂ S Release Rate" to include H ₂ S Rates (click "View" to view/edit or "Delete" to remove).					
View	Delete	Formation Name	Drilling Case (m ³ /s)	Completion/Servicing Case (m ³ /s)	Suspended/Producing Case (m ³ /s)
View	Delete				

Click **Add H₂S Release Rate** to open an input window to enter the following information:

EAS H₂S Release Rate -- Web Page Dialog

Formation Name	Drilling Case (m ³ /s)	Completion/Servicing Case (m ³ /s)	Suspended/Producing Case (m ³ /s)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*include formation encountered at Total Depth when completing Drilling

Save

Cancel

Formation Name (Required)	From the drop-down list, select the formation(s) considered in your H ₂ S evaluation.
Drilling Case (m ³ /s) (Required)	Enter the drilling case H ₂ S release rate in m ³ /s (to 4 decimals) for each formation considered in your H ₂ S evaluation. Enter zero (0) if there is no potential to encounter H ₂ S in the formation.
Completion/Servicing (m ³ /s) (Required)	Enter the completion/servicing H ₂ S release rate in m ³ /s (to 4 decimals) for each formation considered in your H ₂ S evaluation. Enter zero (0) if there is no potential to encounter H ₂ S in the formation.

Suspended/Producing Case (m ³ /s) (Required)	Enter the suspended/production case H ₂ S release rate in m ³ /s (to 4 decimals) for each formation you plan to produce that was considered in your H ₂ S evaluation. Enter zero (0) if there is no potential to encounter H ₂ S in the formation.
---	--

Click **Save** in the input window to add the formation to the main list. Repeat to enter additional locations.

For Category E wells, you must attach:

Required Attachment	Description	Type
H ₂ S Information	Documentation supporting the H ₂ S release rate and cumulative H ₂ S release rate, including any required maps; documentation from the ERCB Geology and Reserves group indicating the H ₂ S release rate is acceptable or that the documentation was submitted manually	.bmp, .doc, .jpg, .pdf, .ppt, .xls

2. Cumulative H₂S release rate

2. CUMULATIVE H ₂ S RELEASE RATE (RR) Help			
	Drilling Case	Completion/Servicing Case	Suspended/Producing Case
Maximum Cumulative H ₂ S RR	m ³ /s <input type="text"/>	m ³ /s <input type="text"/>	m ³ /s <input type="text"/>

Intermediate casing to be set YES ☐ NO ☐

Maximum H₂S concentration encountered in well ☐ ppm ☒ mol/kmol ☐ percent

Anticipated suspended/producing Level as per ID 97-06 Level 1 ☐ Level 2 ☐ Level 3 ☐ Level 4 ☐ N/A ☐

Enter the following cumulative H₂S release rate information:

Maximum cumulative H ₂ S release rate	Enter the maximum cumulative H ₂ S release rate. The content is validated based on the category/type of the well.
Drilling Case (m ³ /s) (Required)	Enter the maximum drilling case cumulative H ₂ S rate in m ³ /s (to 4 decimals), as determined by your H ₂ S release rate assessment.
Completion/Servicing (m ³ /s) (Required)	Enter the completion/servicing cumulative H ₂ S rate in m ³ /s (to 4 decimals), as determined by your H ₂ S release rate assessment for the completion/servicing formation(s).
Suspended/Producing Case (m ³ /s) (Required)	Enter the maximum suspended/producing H ₂ S rate in m ³ /s (to 4 decimals), as determined by your cumulative H ₂ S release rate assessment for the producing formation(s).
Intermediate casing to be set (Required)	Select Yes if intermediate casing is to be set in the well. If you select No , the intermediate casing is not set. The maximum cumulative H ₂ S release rate should reflect the total potential flow from the well.
Maximum H ₂ S concentration encountered in well (Required)	Enter the maximum potential H ₂ S concentration that you anticipate encountering in the well, and select the unit of measurement: ppm, mol/kmol, or percentage. This value must be greater than zero for sour wells.

ppm/1000 = mol/kmol
mol/kmol/10 = %

Anticipated suspended/producing level as per Directive 071 (Required)	Level 1	Any well with a maximum potential H ₂ S release rate of 0.01 m ³ /s or greater, and less than 0.3 m ³ /s: All wells remain subject to Section 2.110 of the Oil and Gas Conservation Regulations , which requires a 0.1 km separation distance between each well and any surface improvement. The ERCB may specify some other separation distance for a Level 1 sour well should the circumstances warrant such action.
	Level 2	Any well with a maximum potential H ₂ S release rate of 0.3 m ³ /s or greater and less than 2.0 m ³ /s. A Level 2 sour well shall be located to provide 0.1 km separation distance between it and any dwelling and 0.5 km separation distance between it and any public facility or corporate boundary of an urban centre.
	Level 3	Any well with a maximum potential H ₂ S release rate of 2.0 m ³ /s or greater and less than 6.0 m ³ /s. A Level 3 sour well shall be located to provide 0.1 km separation distance between it and any dwelling, 0.5 km separation distance between it and any unrestricted country development, and 1.5 km separation distance between it and any public facility or corporate boundary of an urban centre.
	Level 4	Any well with a maximum potential H ₂ S release rate of 6.0 m ³ /s or greater. A Level 4 sour well shall be so located that, as a minimum, it meets the requirements set out for a Level 3 sour well. However, the ERCB may require greater separation distances or set out other such requirements, as deemed necessary.
	N/A	The producing horizon will not produce gas containing H ₂ S.

For Category E wells, you must attach:

Required Attachment	Description	Type
H ₂ S Information	Documentation supporting the H ₂ S release rate and cumulative H ₂ S release rate, including any required maps. Applicant can also submit documentation from the ERCB Geology and Reserves group indicating that the H ₂ S release rate is acceptable or that the documentation was submitted manually.	.bmp, .doc, .jpg, .pdf, .ppt, .xls

3. Calculated emergency planning zone

3. CALCULATED EMERGENCY PLANNING ZONE (EPZ) Help			
	Drilling Case	Completion/Servicing Case	Suspended/Producing Case
Maximum Calculated EPZ	<input type="text"/> Km	<input type="text"/> Km	<input type="text"/> Km
Number of occupied Dwellings, Public Facilities, and/or Places of Business inside the Calculated EPZ	<input type="text"/>	<input type="text"/>	<input type="text"/>
Distance to Nearest Surface Development		<input type="text"/> Km	
Distance to Nearest Urban Centre		<input type="text"/> Km	
A site specific ERP is Required			YES <input type="radio"/> NO <input type="radio"/>
If YES, it has been submitted to the Air and Safety Compliance Section			YES <input type="radio"/> NO <input type="radio"/>

Enter the maximum calculated EPZ for each following release rate scenario ([Directive 056](#), Section 7.9.2).

	Drilling Case	Completion Servicing Case	Suspended Producing Case
Maximum Calculated EPZ (Required)	Enter the maximum calculated EPZ for the drilling case in km (rounded to the nearest 0.01 km).	Enter the maximum calculated EPZ for the completion servicing case in km (rounded to the nearest 0.01 km).	Enter the maximum calculated EPZ for the suspended producing case in km (rounded to the nearest 0.01 km).
Number of occupied dwellings, public facilities, and/or place of business inside the calculated EPZ (Required)	Enter the number of occupied dwellings, public facilities, and/or place of business inside the calculated EPZ for the drilling case.	Enter the number of occupied dwellings, public facilities, and/or place of business inside the calculated EPZ for the completion servicing case.	Enter the number of occupied dwellings, public facilities, and/or place of business inside the calculated EPZ for the suspended producing case.
Distance to nearest surface development (Required)	Enter the distance in km (to 2 decimals) to the nearest occupied dwelling (automatically populated from Schedule 4).		
Distance to nearest urban centre (Required)	Enter the distance in km (to 2 decimals) to the nearest urban centre. This distance must fall within the levels entered in 2. Cumulative H2S release rate (see p. 42).		
A site-specific ERP is required (Required)	Select Yes if an ERP is required. You must answer the next question. Check No if a site-specific ERP is not required.		
If Yes, it has been submitted to the Air and Safety Compliance Section (Required)	Select Yes if an ERP is required and has been submitted to the Operations Group, Air and Safety Compliance Section. Select No if an ERP is required but has not been submitted.		

4. Scheme disclosure

4. SCHEME DISCLOSURE		Help
1.	Underbalanced drilling operations will be conducted	YES <input type="radio"/> NO <input type="radio"/>
2.	The well will encounter reservoirs that will be subject to enhanced recovery or acid gas injection schemes, or CO ₂ greater than 1 per cent	YES <input type="radio"/> NO <input type="radio"/>

Enter the following scheme disclosure information:

1.	Underbalanced drilling operations will be conducted (Required)	<p>Select Yes if underbalanced drilling operations will be conducted. See ID 94-03, Directive 010: Guide to Minimum Casing Design Requirements, and IRP Volume 1.</p> <p>Select No if underbalanced drilling operations will not be conducted.</p>
2.	The well will encounter reservoirs that will be subject to enhanced recovery or acid gas injection schemes or to CO ₂ greater than 1 per cent in the producing formation (Required)	<p>Select Yes to show that the well will encounter at least one reservoir subject to</p> <ul style="list-style-type: none"> • an enhanced recovery scheme, • an acid gas injection or disposal scheme, • an unusual or atypical reservoir scenario that may impact the H₂S release rate assessment for the well, or • CO₂ gas present in a volume greater than 1 per cent in the producing formation. <p>Select No to show that the well will not encounter a reservoir as described above.</p>

5. Critical well only

5. CRITICAL WELL ONLY		Help
1.	All equipment and practices for the drilling of this well will meet or exceed the requirements of ID 97-06 and IRP Volume 1	YES <input type="radio"/> NO <input type="radio"/>

Enter the following critical well information:

All equipment and practices for the drilling of this well will meet or exceed the requirements of Directive 071 and IRP Volume 1 . (Required for critical wells)	<p>Select Yes to show that for Category E wells all equipment and practices for the drilling of the well will meet or exceed the requirements of <i>Directive 071</i> and the current <i>IRP Volume 1</i>.</p> <p>Select No to show that all equipment and practices for the drilling of this well will not meet or exceed these requirements.</p> <p>For Category E wells, you must attach:</p>	
	Required Attachment	Description
	Drilling Plan	<p>A drilling plan including intermediate casing depth, if applicable, and any waiver requests or approvals obtained from ERCB Operations for the requirements outlined in <i>Directive 071</i> and <i>IRP Volume 1</i></p>
		Type
		.doc, .jpg, .pdf

Note: The following attachments are also required for Category E wells:

Attachment	Description
Participant Involvement Package	Public disclosure and consultation documentation
Participant Involvement Map	A map that details the radius of investigation for the Participant Involvement requirements
H ₂ S Information	Documentation supporting the H ₂ S release rate and assessment, including any required maps. You may also submit documentation from the ERCB Geology and Reserves group indicating the H ₂ S release rate is acceptable or that the documentation was submitted manually.
Emergency Response Plan	A statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071 and, if applicable, a copy of a pre-approved EPZ issued by ERCB Operations

When you complete Schedule 4.3

When you finish entering Schedule 4.3 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Facility applications

Use EAS to file applications for facility licence to construct and operate any upstream oil or gas production, injection/disposal, or processing facility, or to submit a licence amendment application or records correction.

There are three types of facility applications:

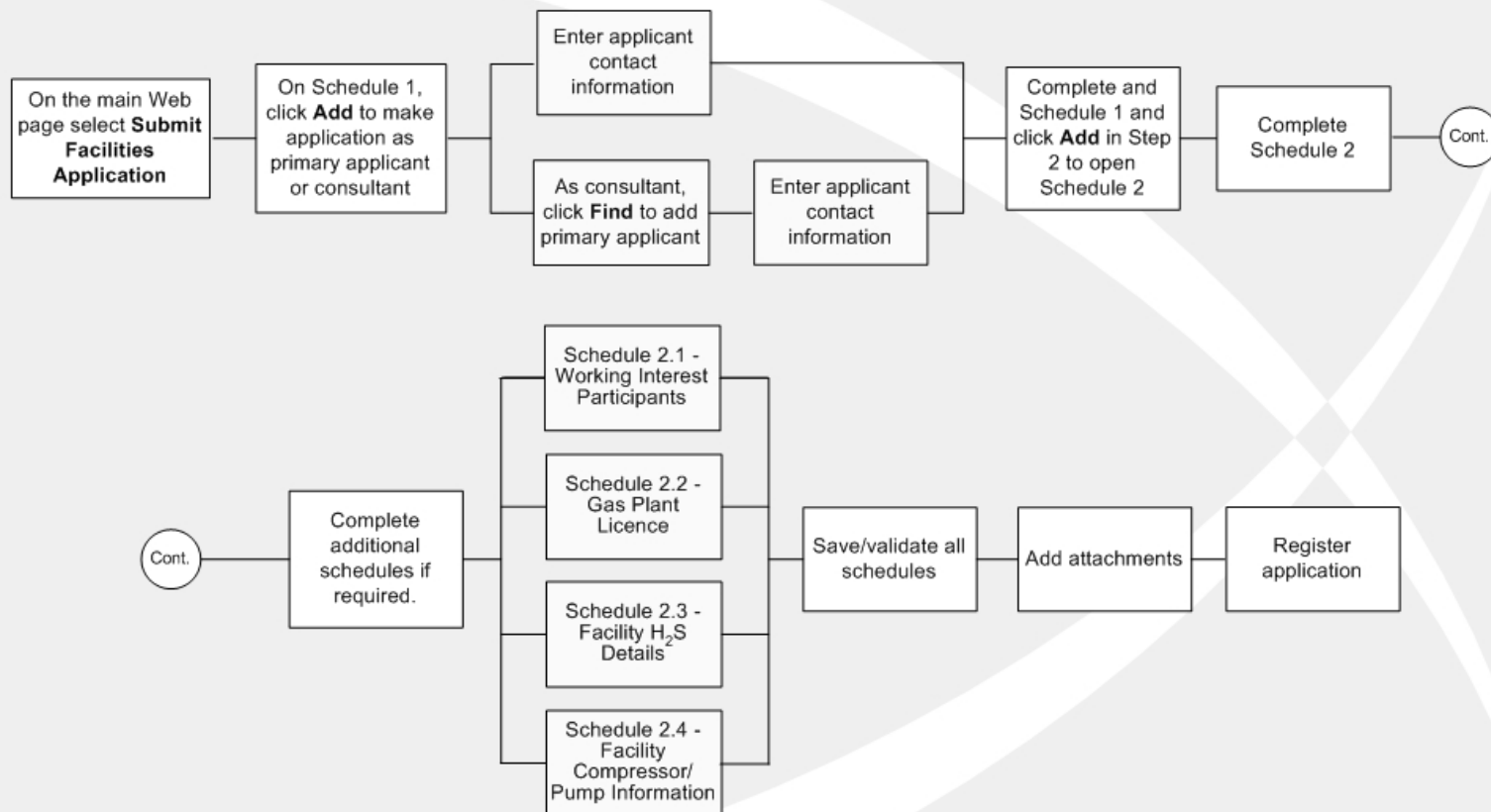
1. **Routine** applications are for any NEW facility except for C300, D400 and E600 category applications (see [Appendix 4: Facility Category Type and minimum consultation and notification requirements](#), p. 130). No **bold** check boxes on the schedule are selected on any schedule.
2. **Nonroutine-technical** applications have a **bold** box checked
 - on Schedule 2, Section 6. [Technical information](#) (for all facility category types) and/or
 - on Schedule 2.2, Section 2. [Total recovered products](#) (gas plants category types only) and/or
 - on Schedule 2.3, Section 3. [Technical information](#) (categories C, D and E applications only).

Non-Technical may also mean that the category type has been deemed nonroutine by the ERCB; e.g., new C300, new D400 and all E600 category applications.

3. Nonroutine-Participant Involvement (PI) applications have a **bold** box checked on Schedule 2, [Section 2. Participant involvement requirements](#) (for all category types). A Nonroutine-PI application may also include Nonroutine-Technical options (i.e. bold box selected somewhere and/or a deemed Nonroutine category type).

See:

- [Schedule 1 – Applicant General Information](#), p. 11
- [Schedule 2 – Facility Licence Application](#), p. 49
- [Schedule 2.1 – Working Interest Participants](#), p. 67
- [Schedule 2.2 – Gas Plant Licence](#), p. 68
- [Schedule 2.3 – Facility H2S Details](#), p. 71
- [Schedule 2.4 – Facility Compressor/Pump Information](#), p. 76



Registering a facility application in EAS

Schedule 2 – Facility Licence Application

Use Schedule 2 to apply for a facility licence to construct and operate any upstream oil or gas production, injection/disposal, or processing facility, or to submit a licence amendment application or records correction.






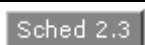

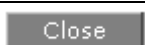

The screenshot shows the 'Digital Data Submission (DDS) System' interface. The top navigation bar includes 'ERCB HOME', 'AUC HOME', 'DDS HELP', and 'SHOW MENU'. Below this is a 'MENU' bar with buttons for 'Print', 'Save', 'Sched 1', 'Sched 2', 'Sched 2.1', 'Sched 2.2', 'Sched 2.3', 'Sched 2.4', 'Close', and 'Help'. The main content area is titled 'Energy Resources Conservation Board' and 'Directive 056 - Schedule 2 Facility Licence Application'. It includes a 'DAY-MONTH-YEAR' field set to '07-Jan-2008' and a 'Submission Status' of 'Incomplete'. The 'Submission Id' is '156207' and the 'Creation Date' is '07-Jan-2008'. The form is divided into four sections: 1. IDENTIFICATION, 2. PARTICIPANT INVOLVEMENT REQUIREMENTS, 3. EMERGENCY RESPONSE PLANNING, and 4. APPLICATION TYPE. Each section contains various input fields and checkboxes for data entry.

Schedule 2 toolbar

This is the Schedule 2 toolbar:

The toolbar consists of a row of buttons: 'MENU', 'Print', 'Save', 'Sched 1', 'Sched 2', 'Sched 2.1', 'Sched 2.2', 'Sched 2.3', 'Sched 2.4', 'Close', and 'Help'.

Button	Description
Print	Print the current schedule in Adobe PDF format.

Button	Description
	Save any changes made to the current schedule (see Save and validate an application , p. 79).
	Re-open Schedule 1 – Applicant General Information. This is where you can add attachments (see Attachments , p.81), and register an application (see Register an Application , p. 89).
	This is greyed if you currently have Schedule 2 open.
	Open Schedule 2.1. This button is active if you have any working interest participants in the well. See Schedule 2.1 – Working Interest Participants , p. 67.
	Open Schedule 2.2. If you select a gas plant (B010, B011, B200, C300, C301, C302, D400, D401, E600), you must complete Schedule 2.2 – Gas Plant Licence , (see p. 68).
	Open Schedule 2.3. If you select a category C, D, or E facility, you must complete Schedule 2.3 – Facility H2S Details , (see p. 71).
	Open Schedule 2.4. If you select a compressor station (B040, C340, D440), you must complete Schedule 2.4 – Facility Compressor/Pump Information , (see p. 76).
	Close this schedule. You are prompted to save or discard changes made so far.
	Open on-line help for the toolbar. See On-line help , p. 8.

1. Identification

1. IDENTIFICATION				Help
Applicant BA Code	0338	Applicant Name	Alberta Energy And Utilities Board	
Licence Type	Facility	Application Purpose	New Licence	Licensing Process Facility Routine

The information shown here was previously entered on Schedule 1.

Field	Description
Applicant BA Code	View the applicant BA code entered on Schedule 1.
Applicant Name	View the primary applicant's name entered on Schedule 1.
Licence Type	View the type of licence selected on Schedule 1.
Application Purpose	View the application purpose entered on Schedule 1.
Licensing Process	View the current status of the well licence. (This is determined based on information entered on Schedule 2.)

2. Participant involvement requirements

2. PARTICIPANT INVOLVEMENT REQUIREMENTS		Help
1. Consultation and notification requirements have been met: Public.....	YES <input type="radio"/> NO <input type="radio"/>	
Industry.....	YES <input type="radio"/> NO <input type="radio"/>	
2. There are outstanding objections/concerns related to this application.....	YES <input type="radio"/> NO <input type="radio"/>	
3a. Distance to nearest surface development.....	<input type="text"/> km	
3b. Distance to nearest residence.....	<input type="text"/> km	

Enter the following participant involvement information:

1.	<p>Consultation and notification requirements have been met (Required)</p> <p>Public</p> <p>Select Yes to show that all applicable requirements as outlined in Directive 056 (Table 5.1), the participant involvement requirements of Section 2, and Section 5.8 have been met prior to application submission.</p> <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Participant Involvement Package</td> <td>Public disclosure and consultation documentation</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No to show that due to exceptional circumstances, the requirements cited above have not been met. This includes being unable to contact a party or receive confirmation of non-objection as required. The application is automatically set to Non-routine Participant Involvement and the ERCB will review the circumstances and decide if an exemption is warranted. You must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Consultation and Notification</td> <td>Detailed explanation why consultation and notification requirements have not been met</td> <td>.doc, .jpg, .pdf</td> </tr> </tbody> </table> <p>Industry</p> <p>Select Yes to show that all operators of similar facilities and all licensees of unconnected wells within your area of investigation have been notified in accordance with the participant involvement requirements of Section 2, Section 5.8, Table 5.2, and the proliferation requirements of Section 5.9.3 of Directive 056 prior to application submission.</p> <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Participant Involvement Package</td> <td>Public disclosure and consultation documentation</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table>	Required Attachment	Description	Type	Participant Involvement Package	Public disclosure and consultation documentation	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met	.doc, .jpg, .pdf	Required Attachment	Description	Type	Participant Involvement Package	Public disclosure and consultation documentation	.doc, .jpg, .pdf, .xls
Required Attachment	Description	Type																	
Participant Involvement Package	Public disclosure and consultation documentation	.doc, .jpg, .pdf, .xls																	
Required Attachment	Description	Type																	
Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met	.doc, .jpg, .pdf																	
Required Attachment	Description	Type																	
Participant Involvement Package	Public disclosure and consultation documentation	.doc, .jpg, .pdf, .xls																	

	Consultation and notification requirements have been met <i>(cont'd)</i>	Select No to show that due to exceptional circumstances, the requirements cited above have not been met. This includes being unable to contact a party or receive confirmation of non-objection as required. The application is automatically set to Non-routine Participant Involvement and the ERCB will review the circumstances and decide if an exemption is warranted. You must attach: <table border="1"> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> <tr> <td>Consultation and Notification</td><td>Detailed explanation why consultation and notification requirements have not been met</td><td>.doc, .jpg, .pdf</td></tr> </table>	Required Attachment	Description	Type	Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met	.doc, .jpg, .pdf
Required Attachment	Description	Type						
Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met	.doc, .jpg, .pdf						
2.	There are outstanding objections/ concerns related to this application (Required)	Select Yes if there are outstanding concerns and/or objections. You must attach: <table border="1"> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> <tr> <td>Outstanding Objections (External)</td><td>Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation</td><td>.doc, .jpg, .pdf</td></tr> </table> Select No to show there are no outstanding objections or concerns.	Required Attachment	Description	Type	Outstanding Objections (External)	Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation	.doc, .jpg, .pdf
Required Attachment	Description	Type						
Outstanding Objections (External)	Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation	.doc, .jpg, .pdf						
3a.	Distance to nearest surface development (Required)	Enter the distance to the nearest surface development in kilometres to 2 decimal places.						
3b.	Distance to nearest residence (Required)	Enter the distance to the nearest residence in kilometres to 2 decimal places.						

For new C300, D400 applications, and new and/or licence amendment E600 applications, you must attach:

Required Attachment	Description	Type
P. I. Investigation Map	Map detailing the radius of investigation for the Participant Investigation program requirements	.jpg, .pdf

3. Emergency response planning

See [Directive 071: Emergency Preparedness and Response Requirements for the Upstream Petroleum Industry](#) for details on Emergency Response Plans (ERPs).

3. EMERGENCY RESPONSE PLANNING		Help
1.	The applicant will meet ERCB requirements for emergency response planning.....	YES <input type="checkbox"/>
2a.	The facility requires a new emergency response plan	YES <input type="radio"/> NO <input type="radio"/>
2b.	The facility requires an amendment to an existing emergency response plan	YES <input type="radio"/> NO <input type="radio"/>

Enter the following ERP information:

The emergency planning zone (EPZ) for a Category C, D, or E facility is based on the highest H₂S release volume from any pipeline entering or leaving the facility.

1.	The applicant will meet ERCB requirements for emergency response planning (Required)	Select Yes to show that Directive 071 ERP requirements will be met (see Directive 056 , Section 5.9.1).						
2a.	The facility requires a new emergency response plan (Not required for Category B sweet facilities)	<p>Select Yes if a new ERP is required. For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Emergency Response Plan</td> <td>Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with <i>Directive 071</i>. If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.</td> <td>.doc, .gif, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if a new ERP is not required. Do not complete this question for a Category B facility.</p>	Required Attachment	Description	Type	Emergency Response Plan	Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with <i>Directive 071</i> . If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.	.doc, .gif, .jpg, .pdf, .xls
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2b.	The facility requires an amendment to an existing emergency response plan (Not required for Category B sweet facilities)	<p>Select Yes if an amendment is required. For all amended C, D, and E categories that have associated Category D pipeline you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Emergency Response Plan</td> <td>Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with <i>Directive 071</i>. If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.</td> <td>.doc, .gif, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if an amendment to an existing ERP is not required. Do not complete this question for a Category B facility.</p>	Required Attachment	Description	Type	Emergency Response Plan	Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with <i>Directive 071</i> . If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.	.doc, .gif, .jpg, .pdf, .xls
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4. Application type

4. APPLICATION TYPE		Help																				
Category Type	<input type="text"/> Description																					
		<input type="checkbox"/> Temporary Facility																				
Maximum H ₂ S Content of Inlet Gas	<input type="text"/>	<input type="radio"/> ppm <input type="radio"/> mol/kmol <input type="radio"/> percent																				
Licence Amendment type:																						
<input type="checkbox"/> Change category and/or type <input type="checkbox"/> Change maximum licensed inlet rates <input type="checkbox"/> Install/remove injection/disposal pumps <input type="checkbox"/> Add regenerative sweetening <input type="checkbox"/> Change maximum continuous sulphur emissions <input type="checkbox"/> Change status to permanent <input type="checkbox"/> Increase sulphur recovery efficiency <input type="checkbox"/> Change in acid gas disposal method		<input type="checkbox"/> Install/remove compression <input type="checkbox"/> Change H ₂ S content of inlet gas <input type="checkbox"/> Change product/product recovery rates <input type="checkbox"/> Add nonregenerative sweetening <input type="checkbox"/> Extend expiry date <input type="checkbox"/> Add new flare/incinerator stack <input type="checkbox"/> Decrease sulphur recovery efficiency <input type="checkbox"/> Degradfather sulphur recovery facility																				
<table border="1"> <thead> <tr> <th colspan="2">Location</th> <th>Latitude (NAD 83)</th> <th>Longitude (NAD 83)</th> </tr> </thead> <tbody> <tr> <td>LE</td> <td>LSD</td> <td>SEC</td> <td>TWP</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td>RGE</td> <td colspan="2">W</td> <td>M</td> </tr> <tr> <td><input type="text"/></td> <td colspan="2"><input type="text"/></td> <td><input type="text"/></td> </tr> </tbody> </table>			Location		Latitude (NAD 83)	Longitude (NAD 83)	LE	LSD	SEC	TWP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	RGE	W		M	<input type="text"/>	<input type="text"/>		<input type="text"/>
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<input type="text"/>	<input type="text"/>		<input type="text"/>																			
Original Facility Licence No.		Linking Facility Licence No.	Temporary / Extended Facility Expiry																			
F <input type="text"/>		F <input type="text"/> <input type="checkbox"/> Direct to Sales	<input type="text"/>																			
ERCB-Designated Field or Strike Area		ERCB Field Centre																				
<input type="text"/>		<input type="text"/>																				

Enter the following facility application type information:

Category Type (Required)	<p>From the drop-down list, select the facility category (see Appendix 4: Facility Category Type and minimum consultation and notification requirements, p.130).</p> <p>If you select a category C, D, or E facility, you must complete Schedule 2.3 (see p. 71).</p> <p>If you select a gas plant (B010, B011, B200, C300, C301, C302, D400, D401, E600), you must complete Schedule 2.2 – Gas Plant Licence, (see p. 68).</p> <p>If you select a compressor station (B040, C340, D440), you must answer Section 6, Technical information, Question 12 “The proposed facility will include compressors (new licence only)” (see p. 60), and complete Schedule 2.4 (see p. 76).</p> <p>Note: If you are using well site sweetening, the downstream facility will require licensing as a Category C, D or E facility.</p> <p>See Directive 056, Section 1.5, for exempted activities and facilities.</p>
Description	View a full description of the facility Category Type selected.
Temporary Facility	Select this check box if you are applying for a facility that will operate for less than 1 year, or if you are filing a licence amendment application to extend the licence expiry date of an existing temporary facility for up to an additional 6 months.

ppm/1000 = mol/kmol
mol/kmol/10 = %

Licence amendment applications should be submitted based upon the criteria listed in [Directive 056](#). (see also [Appendix 5: Facility Licence Amendments](#), p. 129).

Maximum H₂S content of inlet gas (Required)	Enter the maximum H ₂ S content of the raw inlet gas in parts per million (ppm), moles per kilomole (mol/kmol), or percentage (%) to 2 decimal places.																					
Licence Amendment Type Check all that apply	<p>A facility must have an existing ERCB facility licence number before a licence amendment application can be filed.</p> <p>When filing a licence amendment application, you must retain the original facility type (i.e., gas battery, oil battery) unless</p> <ul style="list-style-type: none"> • additional equipment proposed for installation will cause the gas facility to become a gas processing plant (e.g., the addition of a refrigeration skid to an existing compressor station creates a gas processing plant) or • equipment proposed for removal will cause the facility type to change (e.g., the removal of storage tanks at an oil battery creates an oil satellite). <p>Although licence applications for “new” Category C and D processing plants are designated nonroutine by the ERCB, licence amendment applications for these category types may be filed as routine, unless they are nonroutine for participant involvement or technical reasons.</p> <table border="1" data-bbox="695 779 1481 1854"> <thead> <tr> <th></th><th>Amendment</th><th>Description</th></tr> </thead> <tbody> <tr> <td>1</td><td>Change category and/or type</td><td>Change in the category or type of an existing licensed facility as described in Directive 056, Table 5.1. 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You must also complete Schedule 2.3 – Facility H₂S Details for all Category C, D and E facilities. The reduction of licensed H₂S content is not a mandatory application but will be processed at the applicant's request.</td></tr> <tr> <td>5</td><td>Install/remove injection/disposal pumps</td><td>Installation and/or removal of injection/disposal pumps at an existing licensed facility. Installation is a mandatory application. You must also complete Schedule 2.4 – Facility Compressor/Pump Information. Removal is not mandatory but will be processed at the applicant's request.</td></tr> <tr> <td>6</td><td>Change product/product recovery rates</td><td>Change to the product/product recovery rates of an existing licensed facility. You must also complete Schedule 2.2 – Gas Plant Licence. 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The reduction of licensed inlet rates is not a mandatory application but will be processed at the applicant's request.	4	Change H ₂ S content of inlet gas	Change to the maximum H ₂ S content of the inlet gas of an existing licensed facility without a category or type change. You must also complete Schedule 2.3 – Facility H₂S Details for all Category C, D and E facilities. The reduction of licensed H ₂ S content is not a mandatory application but will be processed at the applicant's request.	5	Install/remove injection/disposal pumps	Installation and/or removal of injection/disposal pumps at an existing licensed facility. Installation is a mandatory application. You must also complete Schedule 2.4 – Facility Compressor/Pump Information . Removal is not mandatory but will be processed at the applicant's request.	6	Change product/product recovery rates	Change to the product/product recovery rates of an existing licensed facility. You must also complete Schedule 2.2 – Gas Plant Licence . 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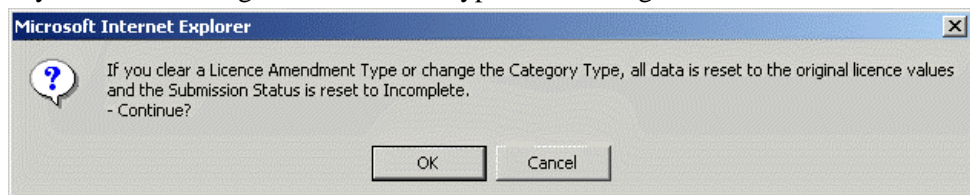
	Amendment	Description
7	Add regenerative sweetening	Addition of a regenerative sweetening system to an existing licensed Category B, C, D, or E Gas plant where there is no change to category or type. You must also complete Schedule 2.2 – Gas Plant Licence for Category B, C, D, and E gas plants and Schedule 2.3 – Facility H2S Details for Category C, D, and E gas plants.
8	Add non-regenerative sweetening	Addition of a non-regenerative sweetening system to an existing licensed facility. You must complete a Schedule 2.3 – Facility H2S Details for all category C, D, and E facilities.
9	Change maximum continuous sulphur emission	Change to the maximum continuous sulphur emission rate of an existing licensed category C, D, or E facility. You must also complete Schedule 2.3 – Facility H2S Details . The reduction in sulphur emissions is not a mandatory application but will be processed at the applicant's request.
10	Extend expiry date	Extension of the expiration date on a temporary facility licence or for a permanent facility licence where construction has not commenced. A licence amendment application to extend the expiry date may only be filed once and cannot be combined with other types of licence amendment applications.
11	Change status to permanent	Change to the status of an existing temporary facility licence to become a permanent licensed facility
12	Add new flare/incinerator stack	Addition of a new flare/incinerator at an existing licensed facility
13	Increase sulphur recovery efficiency	Increase in only the sulphur recovery efficiency at an existing sulphur recovery facility (E600). You must also complete Schedule 2.3 – Facility H2S Details .
14	Decrease sulphur recovery efficiency	Decrease in the sulphur recovery efficiency at an existing sulphur recovery facility (E600). You must also complete Schedule 2.3 – Facility H2S Details .
15	Change in acid gas disposal method	Change in the acid gas disposal method at an existing licensed Category C, D or E gas plant. You must also complete Schedule 2.3 – Facility H2S Details .
16	Degradfather sulphur recovery facility	Degradfather an existing licensed sulphur recovery facility (E600) to meet the requirements of ID 2001-03. You must also complete Schedule 2.3 – Facility H2S Details .
<p>If you clear or change an amendment type, a pop-up message confirms that:</p> <ul style="list-style-type: none"> all information is restored to the original values the status is reset to Incomplete, and you must re-enter the appropriate application amendment information. 		
Location	Enter the DLS surface location of the facility where construction will occur. Location Exception (LE) is disabled for new applications. For licence amendment applications, the location (including the LE) is automatically populated.	

Latitude (NAD 83)	Enter the latitude of the location of the facility entrance in decimal degrees to 6 decimal places based on the North American Datum 1983. This is automatically populated for licence amendments.
Longitude (NAD 83)	Enter the NAD 83 longitude for the location of the facility entrance in decimal degrees to 6 decimal places. This is automatically populated for licence amendments.
Original Facility Licence No.	This is automatically populated from Schedule 1 – Applicant General Information if Licence Amendment was selected as Application Purpose (see p. 11).
Linking Facility Licence No. (Required for satellites and compressors)	Enter the facility licence number for the facility that receives and reports the production from this non-reporting facility. This also applies to temporary non-reporting facilities (see Directive 056 , Section 5.9.2). Do not indicate a linking facility number if this site is a reporting facility. Select the Direct to Sales check box if production from a category B or C compressor station (B040, C340) is going directly into a sales gas pipeline.
Temporary/Extended Facility Expiry (Required if Temporary Facility selected)	Enter the day, month, and year by which the temporary facility will be decommissioned. For new applications, this date must not be more than 1 year from the date of application. You must file an amendment to extend the temporary licence for up to another 6 months, or to extend the expiration of a permanent facility licence for up to another 6 months.
ERCB designated Field or strike area	This is automatically entered based on the facility location entered.
ERCB Field Centre	This is automatically entered based on the facility location entered.

For new C300 and D400 applications, and new and/or licence amendment E600 applications, you must attach:

Substance Analysis	Wellhead or inlet analysis representative of facility inlet	.doc, .jpg, .pdf, .xls
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If you clear or change an amendment type, this message is shown:



All information is restored to the original values, the status is reset to Incomplete, and you must re-enter the appropriate application amendment information.

5. Design Criteria

For facility licence amendments, your answers should represent the total design rates associated with all on-site equipment for the location identified, and should not represent only that equipment associated with the licence amendment (see [Directive 056](#), Section 5.9.3).

5. DESIGN CRITERIA					Help
Total Inlet Rates	Raw Gas [] 10 ³ m ³ /d	Oil/Bitumen [] m ³ /d	Condensate [] m ³ /d	Water [] m ³ /d	Sulphur [] t/d
Total Continuous Emissions Rates	NO_x [] kg/h	CO₂ [] t/d	Flaring/Incineration [] 10 ³ m ³ /d	Venting [] 10 ³ m ³ /d	

Enter the following design criteria information:

Total Inlet Rates (maximum daily rates)	
Enter the maximum daily design rates under normal operating conditions for the facility inlet, to 2 decimal places. Values are automatically populated for licence amendments based on previous licence materials. These values can be changed if required. If an inlet product is not applicable, enter 0.	
Raw Gas - 10 ³ m ³ /d (Required)	Enter a value equal to or greater than 0.00 for all category/types except B080 and B090 which must equal 0.00.
Oil/Bitumen - m ³ /d (Required)	Enter a value equal to or greater than 0.00 for all category/types except B090 which must equal 0.00. The maximum value is 99999.9.
Condensate - m ³ /d (Required)	Enter a value equal to or greater than 0.00 for all category/types except B090 which must equal 0.00. The maximum value is 99999.9.
Water - m ³ /d (Required)	Enter a value equal to or greater than 0.00 for all category/types except B090 which must be greater than 0.00. The maximum value is 99999.9.
Sulphur - t/d (Required)	Enter a value greater than 0.00 for C, D or E facilities.
Total Continuous Emission Rates	
Enter rates that represent the total design amounts associated with all on-site equipment for the location identified (see Directive 056 , Section 5.9.7).	
NO _x Emissions (Required)	Enter the total amount of NO _x emissions from all sources at the facility site in kilograms per hour (kg/h) to 2 decimal places. If less than 0.01 kg/h, enter zero. If greater than 16 kg/h, you must answer Yes to Technical information Question 10, "Approval from or registration with Alberta Environment is required" (see p. 60).
CO ₂ Emissions (Required)	Enter the total amount of CO ₂ emissions from all sources at the facility site in t/d to 2 decimal places. If less than 0.01 t/d, enter zero. A value equal to or greater than 0.00 is required for all category/types. If CO ₂ is greater than 0.00 and category/type is C, D, or E, you must complete Schedule 2.3 – Facility H₂S Details (see p. 71).

Flaring/ Incineration (Required)	Enter the maximum continuous flaring/incineration rate from all sources on site where gas is burned in a flare or incinerator in 10 ³ m ³ /d to 2 decimal places. You must enter 0.00 for facilities with no continuous flaring. Either this value or that for Venting in the next field must be > 0 if you selected Yes in response to Technical information , Question 4, "Gas will be continuously flared, incinerated, or vented" (see p. 60). This value should not include fuel gas used for header purge, flare combustion management or pilot fuel, or volumes attributed to emergency or maintenance flaring.
Venting (Required)	Enter the maximum continuous venting rate from all sources on site where gas is vented in 10 ³ m ³ /d to 2 decimal places. You must enter 0.00 for facilities with no continuous venting. Either this value or that for Flaring/Incineration in the previous field must be > 0 if you selected Yes in response to Technical information , Question 4, "Gas will be continuously flared, incinerated, or vented" (see p. 60). This value should not include volumes attributed to emergency or maintenance venting. For facilities operating a sweetening unit for the purpose of CO ₂ removal, record the volume of CO ₂ vented from that operation.

For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:

Required Attachment	Description	Type
Material Balance	Written description of the proposed process at the facility. An explanation of any differences between design rates applied for and those from the material balance.	.doc, .jpg, .pdf, .xls
Total Continuous Emission Rates	Breakdown of NO _x , CO ₂ , and continuous sulphur emission sources. For facilities with NO _x emissions < 16 kg/h, include the input parameters and predicted normal and maximum ground-level concentration of NO _x (if modeling was conducted). Attach a copy of the AENV approval or registration number if available.	.doc, .jpg, .pdf, .xls

6. Technical information

For facility licence amendments, your answers should represent the total design rates associated with all on-site equipment for the location identified and should not represent only that equipment associated with the licence amendment (see [Directive 056](#), Section 5.9.3).

6. TECHNICAL INFORMATION		Help
1.	The proposed facility is part of an experimental, primary, or commercial crude bitumen scheme	YES <input type="radio"/> NO <input type="radio"/>
1a.	If YES, Scheme Approval No.....	<input type="text"/>
2.	Equipment spacing requirements will be met.....	YES <input type="radio"/> NO <input type="radio"/>
3.	The facility will meet all current and applicable CSA standards.....	YES <input type="radio"/> NO <input type="radio"/>
4.	Gas will be continuously flared, incinerated, or vented.....	YES <input type="radio"/> NO <input type="radio"/>
4a.	If YES, the gas flaring, incinerating, or venting will comply with the requirements of Directive 060.....	YES <input checked="" type="radio"/> NO <input checked="" type="radio"/>
5.	The facility meets the ERCB Noise Control Directive requirements.....	YES <input type="radio"/> NO <input type="radio"/>
6.	ERCB storage requirements will be met	YES <input type="radio"/> NO <input type="radio"/>
7.	ERCB oilfield waste management requirements will be met.....	YES <input type="checkbox"/>
8.	ERCB production measurement requirements will be met.....	YES <input type="radio"/> NO <input type="radio"/>
9.	NO _x air emissions meet the Alberta Ambient Air Quality Objectives	YES <input type="radio"/> NO <input type="radio"/>
10.	Approval from or registration with Alberta Environment is required.....	YES <input type="radio"/> NO <input type="radio"/>
11.	Alberta Environment requires an environmental impact assessment.....	YES <input type="radio"/> NO <input type="radio"/>
12.	The proposed facility will include compressors (new licence only).....	YES <input type="radio"/> NO <input type="radio"/>
13.	The proposed facility will include pumps (new licence only).....	YES <input type="radio"/> NO <input type="radio"/>
14.	The proposed facility site requires Historical Resources Act clearance.....	YES <input type="radio"/> NO <input type="radio"/>
14a.	If YES, Alberta Community Development has granted clearance for the facility site.....	YES <input checked="" type="radio"/> NO <input checked="" type="radio"/>
15.	The licensee is the only working interest participant. If NO, attach a completed Schedule 2.1	YES <input type="radio"/> NO <input type="radio"/>

Enter the following information:

1.	The proposed facility is part of an experimental, primary, or commercial crude bitumen scheme (Required)	Select Yes if the proposed facility is part of an approved experimental, primary, or commercial crude bitumen scheme.	
		B031	Bitumen battery – Multiwell (< 0.01 mol/kmol H ₂ S in inlet stream)
		B071	Bitumen satellite – Multiwell (< 0.01 mol/kmol H ₂ S in inlet stream)
		C330	Bitumen battery - single well (< 1 t/d sulphur inlet)
		C331	Bitumen battery – multiwell (< 1 t/d sulphur inlet)
		C351	Bitumen satellite - single or multiwell (< 1 t/d sulphur inlet)
		D430	Bitumen battery - single well (> 1 t/d sulphur inlet)
		D431	Bitumen battery – multiwell (> 1 t/d sulphur inlet)
		D451	Bitumen Satellite - single or multiwell (> 1 t/d sulphur inlet)
		If you select Yes, you must enter the Scheme Approval Number in 1a. Select No if the proposed facility is not part of an approved experimental, primary, or commercial crude bitumen scheme.	

1a.	If YES, Scheme Approval No. (Required if Question 1 is Yes)	Enter the Scheme Approval number.												
2.	Equipment spacing requirements will be met (Required)	<p>Select Yes if the facility design and construction will meet the equipment spacing requirements detailed in the Oil and Gas Conservation Regulations, Part 8, including proximity to water bodies, and as required by Directive 060: Upstream Petroleum Industry Flaring Guide (see Directive 056, Section 5.9.10).</p> <p>Select No if, due to exceptional circumstances, all applicable requirements as cited above have not been met in the facility design. For all new applications and/or licence amendments, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>Equipment Spacing Explanation</td><td>Description of fluids involved and all sources of gaseous vapours. Description of how safety will not be compromised by a relaxation from the requirement, including safety assessment and response time for call out and resident map.</td><td>.doc, .jpg, .pdf, .xls</td></tr> <tr> <td>Topographic Map</td><td>Topographic map (if terrain is the cause)</td><td>.doc, .jpg, .pdf</td></tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Equipment Spacing Explanation	Description of fluids involved and all sources of gaseous vapours. Description of how safety will not be compromised by a relaxation from the requirement, including safety assessment and response time for call out and resident map.	.doc, .jpg, .pdf, .xls	Topographic Map	Topographic map (if terrain is the cause)	.doc, .jpg, .pdf			
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Equipment Spacing Explanation	Description of fluids involved and all sources of gaseous vapours. Description of how safety will not be compromised by a relaxation from the requirement, including safety assessment and response time for call out and resident map.	.doc, .jpg, .pdf, .xls												
Topographic Map	Topographic map (if terrain is the cause)	.doc, .jpg, .pdf												
3.	The facility will meet all current and applicable CSA standards (Required)	<p>Select Yes if the facility is covered by the current CSA standards and will meet all applicable requirements in the CSA Z662 document, or if the current CSA standards do not apply to this facility.</p> <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>CSA Standards Information</td><td>Description of how the CSA requirements have been met</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>Select No if, due to exceptional circumstances, all applicable requirements as cited above have not been met in the facility design. You must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>CSA Standards Explanation</td><td>Explanation of why CSA requirements have not been met</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	CSA Standards Information	Description of how the CSA requirements have been met	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	CSA Standards Explanation	Explanation of why CSA requirements have not been met	.doc, .jpg, .pdf, .xls
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Required Attachment	Description	Type												
CSA Standards Explanation	Explanation of why CSA requirements have not been met	.doc, .jpg, .pdf, .xls												
4.	Gas will be continuously flared, incinerated, or vented (Required)	<p>Select Yes if gas produced at the facility will be continuously flared, incinerated, or vented under normal operating conditions (see Directive 056, Section 5.9.7). Either the Flaring/Incineration or Venting value entered in 5. Design Criteria (see p. 58), must be > 0. You must answer Question 4a.</p> <p>Select No if the gas produced at the facility will be conserved, or if this is a Category E facility.</p>												

4a.	If Yes, the gas flaring, incinerating, or venting will comply with the requirements of Directive 060 (Required if Question 4 is Yes)	<p>Select Yes if the applicant intends to comply with performance standards defined in <i>Directive 060</i>, Sections 7 & 8, and has completed an economic evaluation of conserving the continuous flared, incinerated, or vented gas, as described in <i>Directive 060</i>, Section 2.</p> <p>For all new C300 and D400 applications, you must attach:</p> <table border="1" data-bbox="708 352 1466 562"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td><i>Directive 060</i> Material</td><td>Economic evaluation of gas conservation or an explanation of why the evaluation cannot be completed until the well test is complete, and a description of the plans to complete the evaluation after well testing</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>Select No if you are requesting an exemption from <i>Directive 060</i> requirements and/or have not completed an economic evaluation of gas conservation. For all new and/or licence amendments, you must attach:</p> <table border="1" data-bbox="708 663 1466 846"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>Flaring/Venting Explanation</td><td>Explanation of why the requirements of <i>Directive 060</i> will not be met, supported by materials such as air quality dispersion modeling and equipment spacing</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	<i>Directive 060</i> Material	Economic evaluation of gas conservation or an explanation of why the evaluation cannot be completed until the well test is complete, and a description of the plans to complete the evaluation after well testing	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Flaring/Venting Explanation	Explanation of why the requirements of <i>Directive 060</i> will not be met, supported by materials such as air quality dispersion modeling and equipment spacing	.doc, .jpg, .pdf, .xls
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Flaring/Venting Explanation	Explanation of why the requirements of <i>Directive 060</i> will not be met, supported by materials such as air quality dispersion modeling and equipment spacing	.doc, .jpg, .pdf, .xls												
5.	The facility meets the ERCB Noise Control Directive requirements (Directive 038: Noise Control) (Required)	<p>Select Yes if</p> <ul style="list-style-type: none"> • a noise impact assessment has been conducted and used in site selection and facility design, and • the facility will operate within the guidelines in <i>Directive 038</i>, and • there is no significant noise-generating equipment at this facility. <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1" data-bbox="708 1178 1466 1335"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>Noise Impact Assessment</td><td>Copy of the noise impact assessment</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>Select No if, due to exceptional circumstances, all applicable requirements as cited above have not been met. For all other new and/or licence amendment applications, you must attach:</p> <table border="1" data-bbox="708 1467 1466 1703"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>Noise Impact Explanation</td><td>A copy of the noise impact assessment and an explanation of why the noise requirements will not be met. Discussion of the mitigative measures proposed or a discussion of why mitigative measures are not practical.</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Noise Impact Assessment	Copy of the noise impact assessment	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Noise Impact Explanation	A copy of the noise impact assessment and an explanation of why the noise requirements will not be met. Discussion of the mitigative measures proposed or a discussion of why mitigative measures are not practical.	.doc, .jpg, .pdf, .xls
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6.	ERCB storage requirements will be met (Directive 055) (Required)	<p>Select Yes if the facility design and operation will meet the storage requirements outlined in:</p> <ul style="list-style-type: none"> • IL 84-11, Approval, Monitoring, and Control of Sulphur Storage Sites • IL 94-06, Discharge of Produced Liquids to Earthen Structures Notice of Intention to Change, and • Directive 055: Storage Requirements for the Upstream Petroleum Industry. <p>This also applies to sulphur-forming, storage, and transportation facilities that are part of the facility or materials will not be stored at this facility or the materials stored are exempt from <i>Directive 055</i> requirements.</p> <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>Storage Requirements Information</td><td>Size and type of storage tank(s) proposed and a description of design and construction, leak detection, secondary containment, and weather protection for each tank proposed</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>Select No if, due to exceptional circumstances, all applicable requirements as cited above have not been met. For all new and/or licence amendment applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th><th>Description</th><th>Type</th></tr> </thead> <tbody> <tr> <td>Storage Requirement Explanation</td><td>Explanation of why storage requirements will not be met, description of alternative storage methods, and discussion of how the environment will not be compromised by a relaxation of the requirements</td><td>.doc, .jpg, .pdf, .xls</td></tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Storage Requirements Information	Size and type of storage tank(s) proposed and a description of design and construction, leak detection, secondary containment, and weather protection for each tank proposed	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Storage Requirement Explanation	Explanation of why storage requirements will not be met, description of alternative storage methods, and discussion of how the environment will not be compromised by a relaxation of the requirements	.doc, .jpg, .pdf, .xls
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7.	ERCB oilfield waste management requirements will be met. (Directive 058) (Required)	<p>Select Yes if an oilfield waste management plan will be developed and implemented to manage any wastes generated as a result of the facility's operations. On-site waste management (one-time treatment or waste management component) is limited to first party oilfield wastes generated inside of the production system.</p> <p>Facilities required for the disposal of Class 1A and 1B fluids require approval under Directive 058: Oilfield Waste Management Requirements for the Upstream Petroleum Industry.</p> <p>Stand alone surface facilities that dispose of class II fluids only but maintain a Class 1b or 1a disposal scheme approval for the well, also require approval under <i>Directive 058</i>.</p> <p>The oilfield waste management system requires approval as an oilfield waste management facility pursuant to the application requirements detailed in <i>Directive 058</i>. The requirements for the management of oilfield wastes are detailed in:</p> <ul style="list-style-type: none"> • ID 96-03 Oilfield Waste Management Requirements for the Upstream Petroleum Industry • ID 2000-04 An Update to the Requirements for the Appropriate Management of Oilfield Wastes • ID 2000-03 Harmonization of Waste Management • ID 99-04 Deposition of Oilfield Waste into Landfills • IL 99-02 Use of Produced Sand in Road Construction • IL 98-02 Suspension, Abandonment, Decontamination, and Surface Land Reclamation of Upstream Oil and Gas Facilities, and • Directive 058: Oilfield Waste Management Requirements for the Upstream Petroleum Industry 												

8.	ERCB production measurement requirements will be met (Required)	<p>Select Yes if</p> <ul style="list-style-type: none"> the facility design and operation will meet the production measurement standards detailed in Directive 056 (Section 5.9.13 and Appendix 2), and in Directive 060, or these requirements are not applicable, or for licence amendments, no change to the measurement standards is required. <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1" data-bbox="703 485 1472 695"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Production Measurement Information</td> <td>List and location of each meter proposed and documentation to confirm that the measurement/estimation procedures for flared, incinerated, and vented volumes meet the requirements of Directive 060</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if, due to exceptional circumstances, all applicable requirements as cited above have not been met. For all new and/or licence amendment applications, you must attach:</p> <table border="1" data-bbox="703 800 1472 978"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Production Measurement Explanation</td> <td>Explanation of why the measurement requirements will not be met and a proposed alternative</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Production Measurement Information	List and location of each meter proposed and documentation to confirm that the measurement/estimation procedures for flared, incinerated, and vented volumes meet the requirements of Directive 060	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Production Measurement Explanation	Explanation of why the measurement requirements will not be met and a proposed alternative	.doc, .jpg, .pdf, .xls
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9.	NO _x air emissions meet the Alberta Ambient Air Quality Guidelines (Required)	<p>Select Yes if NO_x emissions will be within the Alberta Ambient Air Quality Objectives (AAQO) issued by Alberta Environment under section 14(1) of the Environmental Protection and Enhancement Act (EPEA). (See also, Directive 056, Section 5.9.7 and Section 5.9.14.)</p> <p>Select No if, due to exceptional circumstances, NO_x emissions will not be within the Alberta Ambient Air Quality Objectives.</p> <p>For new C300, D400 applications, for new and/or licence amendments for all B category and E600 applications, and for new and/or licence amendments for C and D category applications, you must attach:</p> <table border="1" data-bbox="703 1350 1472 1612"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>AENV Requirements</td> <td>Description of SO₂/NO_x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO₂ and NO_x modeling. Name of the dispersion model used. Breakdown of all sources of SO₂/NO_x</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	AENV Requirements	Description of SO ₂ /NO _x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO ₂ and NO _x modeling. Name of the dispersion model used. Breakdown of all sources of SO ₂ /NO _x	.doc, .jpg, .pdf, .xls						
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10.	Approval from or registration with AENV is required (Required)	<p>Select Yes if</p> <ul style="list-style-type: none"> the facility requires approval from or registration with AENV under the EPEA (Activities Designation Regulation) or the Code of Practice for Compressor and Pumping Stations and Sweet Gas Processing Plants, and may require an application to AENV, NO_x emissions in 5. Design Criteria > 16 kg/h, or the category/type is <table border="1"> <tr> <td>C300</td> <td>Gas processing plant (< 1 t/d sulphur inlet)</td> </tr> <tr> <td>C301</td> <td>Gas fractionating plant (< 1 t/d sulphur inlet)</td> </tr> <tr> <td>C302</td> <td>Straddle plant (< 1 t/d sulphur inlet)</td> </tr> <tr> <td>D400</td> <td>Gas processing plant (> 1 t/d sulphur inlet)</td> </tr> <tr> <td>D401</td> <td>Gas fractionating plant (> 1 t/d sulphur inlet)</td> </tr> <tr> <td>E600</td> <td>Gas processing plant (sulphur recovery facilities)</td> </tr> </table> <p>Select No if facility is not regulated under EPEA or the licence amendment does not require a change to the existing AENV approval/registration of the facility.</p>	C300	Gas processing plant (< 1 t/d sulphur inlet)	C301	Gas fractionating plant (< 1 t/d sulphur inlet)	C302	Straddle plant (< 1 t/d sulphur inlet)	D400	Gas processing plant (> 1 t/d sulphur inlet)	D401	Gas fractionating plant (> 1 t/d sulphur inlet)	E600	Gas processing plant (sulphur recovery facilities)
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D401	Gas fractionating plant (> 1 t/d sulphur inlet)													
E600	Gas processing plant (sulphur recovery facilities)													
11.	Alberta Environment requires an environmental impact assessment (Required)	<p>Select Yes if the facility requires an environmental impact assessment (EIA) under the EPEA.</p> <p>Select No if the facility does not require an EIA under EPEA.</p> <p>This information helps ERCB staff coordinate a joint notice if required.</p>												
12.	The proposed facility will include compressors (new licence only) (Required for new licences)	<p>Select Yes if this application for a new facility includes gas compression. You must complete Schedule 2.4 – Facility Compressor/Pump Information.</p> <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Manufacturers Specifications</td> <td>Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>A response is not required for licence amendment applications where gas compression is being added.</p> <p>Select No if this application for a new facility does not include gas compression or if it is an injection/disposal facility. If a Schedule 2.4 already exists, it is deleted.</p>	Required Attachment	Description	Type	Manufacturers Specifications	Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump	.doc, .jpg, .pdf, .xls						
Required Attachment	Description	Type												
Manufacturers Specifications	Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump	.doc, .jpg, .pdf, .xls												
13.	The proposed facility will include pumps (new licence only) (Required for new licences)	<p>Select Yes if this application for a new facility includes water injection/disposal pumps. You must complete Schedule 2.4.</p> <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Manufacturers Specifications</td> <td>Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>A response is not required for licence amendment applications where water injection/disposal pumps are being added.</p> <p>Select No if this application for a new facility does not include water injection/disposal pumps.</p>	Required Attachment	Description	Type	Manufacturers Specifications	Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump	.doc, .jpg, .pdf, .xls						
Required Attachment	Description	Type												
Manufacturers Specifications	Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump	.doc, .jpg, .pdf, .xls												

14.	The proposed facility site requires Historical Resources Act clearance (Freehold land only)	<p>Select Yes the new facility lease or expanded facility lease, in the case of a licence amendment, requires clearance by Alberta Community Development, in accordance with the Historical Resources Act. You must answer Question 14a.</p> <p>Select No if</p> <ul style="list-style-type: none"> the new facility lease or expanded facility lease in the case of a licence amendment, does not require clearance by Alberta Community Development, or the facility is located on crown land. 												
14a.	If Yes, Alberta Community Development has granted clearance for the facility site (Required if Question 14 is Yes)	<p>Select Yes if Alberta Community Development has granted clearance for the proposed facility site. This applies to freehold land only. For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>ACD Information</td> <td>Documentation demonstrating Alberta Community Development has granted clearance</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if Alberta Community Development has not granted clearance for the proposed facility site. For all new applications and/or licence amendments, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>ACD Explanation</td> <td>Explanation of why Alberta Community Development has not granted clearance</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	ACD Information	Documentation demonstrating Alberta Community Development has granted clearance	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	ACD Explanation	Explanation of why Alberta Community Development has not granted clearance	.doc, .jpg, .pdf, .xls
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Required Attachment	Description	Type												
ACD Explanation	Explanation of why Alberta Community Development has not granted clearance	.doc, .jpg, .pdf, .xls												
15.	The licensee is the only working interest participant. If No, attach a completed Schedule 2.1.	<p>Select Yes if the licensee is the only working interest participant. (Participant information is not required for an amendment and this question should be left blank.)</p> <p>Select No if the licensee is not the only working interest participant. You must complete Schedule 2.1 providing details on all working interest participants and the percentage ownership of each.</p>												

When you complete Schedule 2

When you complete entering Schedule 2 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Schedule 2.1 – Working Interest Participants

Use Schedule 4.1 to enter any working interest participants in the well. You must complete this schedule if you selected **No** to Question 15, “*The licensee is the only working participant. If No, attach a completed Schedule 2.1.*” in [6. Technical information](#) on Schedule 2.

The date, reference file number from Schedule 2 (if used), current submission status, submission ID, and application creation date generated on Schedule 1 are shown at the top of the schedule.

1. Click **Sched 2.1** on the main toolbar to open Schedule 2.1.
2. Click **Add Participant** to open an input window to select and enter working interest participants.
3. Enter the following working participant information:

Working interest participation must total 100 per cent.

BA Code	Enter the 4-digit business associate (BA) code issued to the working interest participant for each participating company including your own.
Company Name (Required)	Enter the full corporate name of all working interest participants, including your company name. (This field is automatically populated if Find company is used.
Percentage (Required)	Enter each participant's percentage of participation in the facility.

Click **Find Participant** to open the *Find Company* search window to locate participants (see p. 13).

Click **Save** to save the current participant in the list. (Click **Cancel** to cancel the current entry and close the input panel.)

Click **View** to view and edit the information for this participant. (Click **Delete** to delete this entry.

View	Delete	BA Code	Company Name	Percentage
View	Delete	0338	Alberta Energy And Utilities Board	50

Total Percentage must = 100% 50 %

If you have any questions or comments, please contact the [EAS Administrator](#).
© Energy Resources Conservation Board

When you complete Schedule 2.1

When you complete entering Schedule 2.1 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Schedule 2.2 – Gas Plant Licence

Use Schedule 2.2 to apply for a gas plant facility licence. A Schedule 2.2 must be completed for each Schedule 2 application for a Category B, C, D and E gas plant.

See:

[Total recovered products](#), p. 68

[Technical Information](#), p. 69

[When you complete Schedule 2.2](#), p. 70

The date, reference file number from Schedule 2 (if used), current submission status, submission ID, and application creation date generated on Schedule 1 are shown at the top of the schedule.

2. Total recovered products

2. TOTAL RECOVERED PRODUCTS				Help
Sales Gas	C₂	C₃	C₄'s	
<input type="text"/> 10 ³ m ³ /d	<input type="text"/> m ³ /d	<input type="text"/> m ³ /d	<input type="text"/> m ³ /d	
C₅⁺	C₂⁺ mix	LPG mix	C₂ Component of C₂⁺ mix	
<input type="text"/> m ³ /d	<input type="text"/> m ³ /d	<input type="text"/> m ³ /d	<input type="text"/> m ³ /d	
Sulphur	CO₂			
<input type="text"/> t/d	<input type="text"/> 10 ³ m ³ /d			

Enter the following recovered products information:

Total Recovered Products	
Enter the maximum daily design rates for all applicable recovered and saleable products to 2 decimal places.	
Sales Gas (Required)	If the facility is a B category, then at least one of C ₂ , C ₃ , C ₄ , C ₅ ⁺ , LPG mix, C ₂ Comp, or CO ₂ or must be greater than 0 measured in m ³ /d. This information is optional for C, D and E categories.
C ₂	
C ₃	
C ₄ 's	
C ₅ ⁺	
C ₂ ⁺ mix	
LPG mix	
C ₂ component of C ₂ ⁺ mix	
CO ₂	
Sulphur (Required for E600 facilities only)	Enter the sulphur rate measured in t/d. This value must be less than the sulphur inlet rate on Schedule 2.

3. Technical Information

3. TECHNICAL INFORMATION		Help
1.	A sour gas proliferation review has been conducted in accordance with ID 2001-03...	YES <input type="radio"/> NO <input type="radio"/>
2.	The proposed facility is part of an approved acid gas injection scheme.....	YES <input type="radio"/> NO <input type="radio"/>
2a.	If YES, Scheme Approval No.....	<input type="text"/>
3.	The proposed facility will remove CO ₂ from the inlet gas stream using a regenerative system.....	YES <input type="radio"/> NO <input type="radio"/>

Enter the following technical facility information:

1.	<p>A sour gas proliferation review has been conducted in accordance with ID 2001-03 Sulphur Recovery Guidelines for the Province of Alberta</p> <p>(Required for new C, D and E gas plants - C300, C301, C302, D400, D401 and E600)</p>	<p>Select Yes if</p> <ul style="list-style-type: none"> a sour gas proliferations review that meets the requirements of ID 2001-03 was completed, or this is a licence amendment application, or this question is not applicable to this facility application. <p>For new C300, D400, and E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Proliferation Information</td> <td>For new Category C300, D400 and E600 plants, the results of the feasibility evaluation of existing plants</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if a sour gas proliferation review was not completed. For new C300, D400, and E600 applications You must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Proliferation Explanation</td> <td>For new Category C300, D400, and E600 plants, an explanation of why a proliferation review was not conducted</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Proliferation Information	For new Category C300, D400 and E600 plants, the results of the feasibility evaluation of existing plants	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Proliferation Explanation	For new Category C300, D400, and E600 plants, an explanation of why a proliferation review was not conducted	.doc, .jpg, .pdf, .xls
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Proliferation Explanation	For new Category C300, D400, and E600 plants, an explanation of why a proliferation review was not conducted	.doc, .jpg, .pdf, .xls												
2.	The proposed facility is part of an approved acid gas injection scheme	<p>Select Yes if this is a Category C, D, or E plant that disposes of an acid gas stream through subsurface injection to an approved underground formation. You must enter the scheme approval number in Question 2a.</p> <p>Select No if this Category C, D or E plant does not dispose of the acid gas stream through subsurface injection.</p>												
2a.	If YES, Scheme Approval No. (Required if 2 is Yes)	Enter the scheme approval number if you answered Yes to question 2.												
3.	The proposed facility will remove CO ₂ from the inlet gas stream using a regenerative system	<p>Select Yes if a regenerative processing system is in place exclusively for the recovery of CO₂ from the gas stream (B category plant only).</p> <p>Select No if this facility is not recovering CO₂ using a regenerative processing system.</p> <p>A response is not required for Category C, D, or E plants.</p>												

When you complete Schedule 2.2

When you complete entering Schedule 2.2 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Schedule 2.3 – Facility H₂S Details

Use Schedule 2.3 to enter facility H₂S details. A separate Schedule 2.3 must be completed for each Category C, D and E Schedule 2 submitted.

See:

[2. Gas treatment and processing information](#), p. 71

[3. Technical information](#), p. 71

[When you complete Schedule 2.3](#), p. 75

The date, reference file number from Schedule 2 (if used), current submission status, submission ID, and application creation date generated on Schedule 1 are shown at the top of the schedule.

2. Gas treatment and processing information

2. GAS TREATING AND PROCESSING INFORMATION					Help
Sweetening Process					
<input type="text"/>					
Acid Gas Disposal Method					
<input type="checkbox"/> Subsurface Injection		<input type="checkbox"/> Sulphur Recovery			
<input type="checkbox"/> Flaring/Incineration		<input type="checkbox"/> CO ₂ Venting			
<input type="checkbox"/> <input type="text"/>		Other (specify)			
Sulphur Recovery Process					
<input type="checkbox"/> Claus		<input type="checkbox"/> CBA	<input type="checkbox"/> Superclaus		
<input type="checkbox"/> Sulfreen		<input type="checkbox"/> MCRC	<input type="checkbox"/> SCOT		
<input type="checkbox"/> FGD		<input type="checkbox"/> Lo-Cat	<input type="checkbox"/> Shell-Paques		
<input type="checkbox"/> Selectox		<input type="checkbox"/> CrystaSulf			
<input type="checkbox"/> <input type="text"/>		Other (specify)			
Acid Gas Volume	H₂S Content of Acid Gas	Maximum H₂S Content of Inlet Gas	Maximum Continuous Sulphur Emission Rate	Sulphur Recovery Efficiency (quarterly - calendar)	
<input type="text"/> 10 ³ m ³ /d	<input type="text"/> mol/kmol	<input type="text"/> 12 mol/kmol	<input type="text"/> t/d	<input type="text"/> %	

Enter the following cumulative H₂S release rate information:

Sweetening Process
Select either Regenerative for gas plants and/or Nonregenerative for a treating or processing facility. Regenerative must be selected if the Acid Gas Volume > 0 and for C300, C301, C302, D400, D401, and E600 gas plants. If you select Regenerative, you must complete Schedule 2.2 – Gas Plant Licence (see p. 68).
Both Nonregenerative and Regenerative may be selected for C300, C301, C302, D400, and D401 gas plants.
Select None if you are not treating or processing the inlet gas for H ₂ S removal.
(If you select None, a warning message is shown for C300, C301, C302, D400, and D401 categories. None cannot be selected for E600 gas plants.)

Acid Gas Disposal Method

Check the boxes for all processes used. Only those facilities using a regenerative sweetening process are required to provide an answer.

Subsurface injection can be selected for C, D or E category facilities. You must complete [Schedule 2.2 – Gas Plant Licence](#), 3. Technical Information, Question 2 “*The proposed facility is part of an approved acid gas injection scheme*”, and Question 3 “*The proposed facility will remove CO₂ from the inlet gas stream using a regenerative system*” (see p. 68).

Sulphur Recovery must be selected for E600 facilities, and you must select the sulphur recovery process(es).

CO₂ Venting can be selected for C, D or E category facilities.

If you select Other, for C300, C301, C302, D400, D401, and E600 new and/or licence amendment applications, you must attach:

Required Attachment	Description	Type
Acid Gas Disposal Method Explanation	Technical discussion of the proposed acid gas disposal method	.doc, .jpg, .pdf, .xls

The ERCB will review the circumstances and decide if an exemption is warranted

Sulphur Recovery Process

For E Category applications, check the boxes for all processes used.

For new and/or licence amendment E600 applications, you must attach:

Required Attachment	Description	Type
Sulphur Recovery Requirements	Explanation of how the facility meets the current sulphur recovery requirements	.doc, .jpg, .pdf, .xls

If you select **Other** for new and/or licence amendment E600 applications, you must attach:

Required Attachment	Description	Type
Sulphur Recovery Method Explanation	Technical discussion of the proposed sulphur recovery method	.doc, .jpg, .pdf, .xls

The ERCB will review the circumstances and decide if an exemption is warranted (see [Directive 056](#), Section 5.9.5).

Acid Gas Volume (Regenerative sweetening only)	Only those facilities using a regenerative sweetening process are required to provide a response. Enter the maximum daily design rate of acid gas (H ₂ S and CO ₂) removed from the sour gas inlet stream in 10 ³ m ³ /d to 2 decimal places. A value > 0 must be entered for C300, C301, C302, D400, D401, and E600 facilities.
H ₂ S Content of Acid Gas (Regenerative sweetening only)	Only those facilities using a regenerative sweetening process are required to provide a response. Enter the H ₂ S content of the acid gas stream in mol/kmol, to 2 decimal places. (This is required if the acid gas volume is greater than 0.) This value must be > 0 for C300, C301, C302, D400, D401, and E600 facilities.
Maximum H ₂ S Content of Inlet Gas	Enter the maximum H ₂ S content of the raw inlet gas in mol/Kmol to 2 decimal places. This is automatically populated from 4. Application type (p. 54) for all C, D and E facility categories. For facilities with multiple inlet streams, record the H ₂ S value from the inlet stream with the highest H ₂ S content.

Maximum Continuous Sulphur Emission Rate (Required for all for all C, D, and E categories)	<p>Enter the maximum continuous sulphur emission rate on a sulphur-equivalent basis in tonnes per day (t/d), to 2 decimal places.</p> <p>This value should represent the sum of the sulphur content of the tail gas emission from a sulphur recovery process, continuous acid gas flaring/incineration, emissions from produced water tanks, and continuous or routine flaring/incineration of gas containing H₂S. This does not include sulphur emissions from infrequent emergency or maintenance flaring/incineration.</p> <p>This value must be equal to or less than Total Sulphur Inlet Rate entered on Schedule 2, 5. Design Criteria and must be equal to or less than 0.99 t/d for all C facilities.</p>
Sulphur Recovery Efficiency (quarterly - calendar) (Required for E600 facilities)	<p>For all E600 gas plants, this is the minimum sulphur recovery efficiency percentage (%) determined on a calendar quarter-year average basis, to 1 decimal place.</p> <p>This value is automatically calculated but may be increased if required.</p> <p>The sulphur recovery efficiency should meet the requirements of ID 2001-03 Sulphur Recovery Guidelines for the Province of Alberta.</p>

For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:

Required Attachment	Description	Type
Substance Analysis	Wellhead or inlet analysis representative of facility inlet	.doc, .jpg, .pdf, .xls

3. Technical information

3. TECHNICAL INFORMATION		Help
1. Sour setback requirements have been met.....	YES <input type="radio"/> NO <input type="radio"/>	
2. A method to recover vapours will be implemented.....	YES <input type="radio"/> NO <input type="radio"/>	
3. SO ₂ air emissions meet the Alberta Ambient Air Quality Objectives	YES <input type="radio"/> NO <input type="radio"/>	
4a. Maximum calculated emergency planning zone.....	<input type="text"/> km	
4b. Number of surface developments within the maximum calculated emergency planning zone.....	<input type="text"/>	

Enter the following technical information:

1.	<p>Sour setback requirements have been met (Required)</p>	<p>Select Yes if this is a Category C, D, or E facility and the setback requirements outlined in Directive 056, Table 5.3, have been met or there are no Category D pipelines associated with this facility (see <i>Directive 056</i>, Section 5.9.9). For new C300, D400 applications and new and/or licence amendments for E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Sour Setback Information</td> <td>Input parameters used to calculate the highest level of Category D pipeline associated with the facility, pipeline licence and line number for the pipeline that determined the required setback, and pipeline map showing ESD and check valve locations</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if the C, D, or E facility, due to exceptional circumstances, does not meet the setback requirements. For all new and/or licence amendment applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Sour Setback Explanation</td> <td>Explanation of why storage requirements will not be met, description of alternative storage methods, and discussion of how the environment will not be compromised by a relaxation of the requirements</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Sour Setback Information	Input parameters used to calculate the highest level of Category D pipeline associated with the facility, pipeline licence and line number for the pipeline that determined the required setback, and pipeline map showing ESD and check valve locations	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Sour Setback Explanation	Explanation of why storage requirements will not be met, description of alternative storage methods, and discussion of how the environment will not be compromised by a relaxation of the requirements	.doc, .jpg, .pdf, .xls
Required Attachment	Description	Type												
Sour Setback Information	Input parameters used to calculate the highest level of Category D pipeline associated with the facility, pipeline licence and line number for the pipeline that determined the required setback, and pipeline map showing ESD and check valve locations	.doc, .jpg, .pdf, .xls												
Required Attachment	Description	Type												
Sour Setback Explanation	Explanation of why storage requirements will not be met, description of alternative storage methods, and discussion of how the environment will not be compromised by a relaxation of the requirements	.doc, .jpg, .pdf, .xls												
2.	<p>A method to recover vapours will be implemented (Required)</p>	<p>Select Yes if:</p> <ul style="list-style-type: none"> • you will be implementing a method to recover stock tank vapours, as required by the OGCR, 7.070, and • a method to contain vapours during the transfer and transport of fluids containing more than 0.01 mol/kmol H₂S will be implemented or, • for licence amendment applications, a vapour recovery system already exists. <p>For new C300, D400 applications and new and/or licence amendment E600 applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Vapour Recovery Information</td> <td>For facilities with H₂S > 10 mol/kmol, include a description of the method proposed to handle stock tank vapours so that proper combustion occurs. For Category C, D, and E facilities, include a description of how off-lease odours will be controlled during the transfer and transport of fluids containing H₂S.</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>Select No if, due to exceptional circumstances, all applicable requirements as cited above have not been met. For C, D, and E category new and/or licence amendment applications, you must attach:</p> <table border="1"> <thead> <tr> <th>Required Attachment</th> <th>Description</th> <th>Type</th> </tr> </thead> <tbody> <tr> <td>Vapour Recovery Explanation</td> <td>Explanation of why vapour recovery will not be installed and discussion of mitigative measures to ensure off-lease odours do not occur, map showing proximity of residents</td> <td>.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	Vapour Recovery Information	For facilities with H ₂ S > 10 mol/kmol, include a description of the method proposed to handle stock tank vapours so that proper combustion occurs. For Category C, D, and E facilities, include a description of how off-lease odours will be controlled during the transfer and transport of fluids containing H ₂ S.	.doc, .jpg, .pdf, .xls	Required Attachment	Description	Type	Vapour Recovery Explanation	Explanation of why vapour recovery will not be installed and discussion of mitigative measures to ensure off-lease odours do not occur, map showing proximity of residents	.doc, .jpg, .pdf, .xls
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Required Attachment	Description	Type												
Vapour Recovery Explanation	Explanation of why vapour recovery will not be installed and discussion of mitigative measures to ensure off-lease odours do not occur, map showing proximity of residents	.doc, .jpg, .pdf, .xls												

3.	SO ₂ air emissions meet the Alberta Ambient Air Quality Guidelines (Required)	<p>Select Yes if SO₂ emissions will be within the Alberta Ambient Air Quality Objectives (AAQO) issued by AENV, as predicted by dispersion modeling (see Directive 056, sections 5.9.7 and 5.9.14).</p> <p>Select No if, due to exceptional circumstances, NO_x emissions will not be within the Alberta Ambient Air Quality Objectives.</p> <p>For new and/or licence amendments for C and D category applications, you must attach:</p> <table border="1" data-bbox="690 409 1477 682"> <thead> <tr> <th data-bbox="690 409 885 483">Required Attachment</th> <th data-bbox="885 409 1388 483">Description</th> <th data-bbox="1388 409 1477 483">Type</th> </tr> </thead> <tbody> <tr> <td data-bbox="690 483 885 682">AENV Requirements</td> <td data-bbox="885 483 1388 682">Description of SO₂/NO_x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO₂ and NO_x modeling. Name of the dispersion model used. Breakdown of all sources of SO₂/NO_x.</td> <td data-bbox="1388 483 1477 682">.doc, .jpg, .pdf, .xls</td> </tr> </tbody> </table> <p>The ERCB will review the circumstances and decide if an exemption is warranted.</p>	Required Attachment	Description	Type	AENV Requirements	Description of SO ₂ /NO _x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO ₂ and NO _x modeling. Name of the dispersion model used. Breakdown of all sources of SO ₂ /NO _x .	.doc, .jpg, .pdf, .xls
Required Attachment	Description	Type						
AENV Requirements	Description of SO ₂ /NO _x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO ₂ and NO _x modeling. Name of the dispersion model used. Breakdown of all sources of SO ₂ /NO _x .	.doc, .jpg, .pdf, .xls						
4a.	Maximum calculated emergency planning zone (Required)	Enter the maximum calculated emergency response plan radius in km to 2 decimal places.						
4b.	Number of surface developments within the maximum calculated emergency planning zone (Required)	Enter the total number of surface developments located within the maximum calculated emergency planning zone radius.						

When you complete Schedule 2.3

When you complete entering Schedule 2.3 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Schedule 2.4 – Facility Compressor/Pump Information

Use Schedule 2.4 to enter facility compressor/pump information. Only one Schedule 2.4 is allowed for each Schedule 2. If there is no installation or removal of compressors and pumps in the facility application, this schedule is not required.

See:

[2. Compressors](#), p. 76

[3. Pumps](#), p. 77

[Technical Information](#), p. 78

[When you complete Schedule 2.4](#), p. 79

The date, reference file number (if used), current submission status, submission ID, and application creation date generated on Schedule 1 are shown at the top of the schedule.

2. Compressors

1. Click **Add Compressor** to open an input window to add compressor information.

Click **Save** to save the compressor information in the list. (Click **Cancel** to cancel the current entry and close the input panel.)

Click **View** to view and edit the information for this compressor. (Click **Delete** to delete this entry.)

The screenshot shows two parts of the software interface. The top part is a dialog box titled "EAS Install/Remove Compressors -- Web Page Dialog". It contains four input fields: "Install (I) / Remove (R)" with a dropdown menu, "Rating" with a text box and "kW" unit, "Driver Power Source" with a dropdown menu, and "NOx Emission Rating" with a text box and "g/kWh" unit. There are "Save" and "Cancel" buttons at the bottom right. The bottom part is the main schedule interface, titled "2. COMPRESSORS". It has a sub-header "Install/Remove Compressor" and a "Help" button. Below this is a red instruction line: "Click 'Install/Remove Compressor' to specify Compressor information (click 'View' to view/edit or 'Delete' to delete).". There is a table with columns: "View", "Delete", "(I)ntall / (R)emove", "Rating", "Driver Power Source", and "NOx Emission Rating". Below the table are three summary boxes: "Total Number of Gas Compressors on Site", "Total Number of Electric Compressors on Site", and "Total On-site Compressor Wattage". Each box has a text box with the number "0" and a unit "kW".

3. Enter the following information if you are installing or removing upstream compression, at a new or an existing site. Installation is a mandatory application; removal is not mandatory but will be processed at the applicant's request (see [Directive 056](#), Section 5.9.8).

Field	Description
Install/Remove (Required)	Enter I to install a compressor. Enter R to remove a compressor.
Rating (Required)	Enter the kilowatt (kW) rating of the compressor unit to be installed or removed at this facility.
Driver Power Source (Required)	Check the driver source for the unit to be installed or removed at this facility. Only one power source can be selected for each compressor.
NO _x Emission Rating (Required)	Enter the manufacturer's rating for NO _x emissions in grams of NO _x per kilowatt hour (g/kWh) for each natural gas compressor unit to be installed or removed at this facility. Enter zero for electric-driven compressors.

- Click **Save** to save the information in the list. (Click **Cancel** to cancel the current entry and close the input panel.)

Total Number of Gas Compressors on Site	Total Number of Electric Compressors on Site	Total On-site Compressor Wattage
0	1	100 kw

For facility amendment applications, enter the following information (these fields are automatically populated for other applications).

Total Number of Gas Compressors on Site (Required)	Enter the total number of natural gas driven compressors located at the facility, including any new units being added by this application.
Total Number of Electric Compressors on Site (Required)	Enter the total number of electric driven compressors located at the facility, including any new units being added by this application.
Total On-site Compressor Wattage (Required)	Enter the sum of the compressor wattage for the entire facility operations in kilowatts (kW). The total must include any new units being added by this application.

3. Pumps

- Click **Add Pump** to open an input window to add pump information.

Click **Save** to save the pump information the list. (Click **Cancel** to cancel the current entry and close the input panel.)

Click **View** to view and edit the information for this pump. (Click **Delete** to delete this entry.)

The screenshot shows the 'EAS Install/Remove Pumps -- Web Page Dialog' window. It contains a form with the following fields: 'Install (I) / Remove (R)' (a dropdown menu), 'Rating' (a text input field with 'kW' next to it), 'Driver Power Source' (a dropdown menu), and 'NOx Emission Rating' (a text input field with 'g/kWh' next to it). There are 'Save' and 'Cancel' buttons at the bottom right of the form. Below the dialog box, a table titled '3. PUMPS' is visible. The table has columns: 'View', 'Delete', '(I)Install / (R)emove', 'Rating', 'Driver Power Source', and 'NOx Emission Rating'. Below the table, there are three summary fields: 'Total Number of Gas Pumps on Site' (0), 'Total Number of Electric Pumps on Site' (0), and 'Total On-site Pump Wattage' (0 kW).

- Enter the following information if you are installing or removing upstream disposal or injection pumps only, at a new or an existing site. Installation is a mandatory application; removal is not mandatory but will be processed at the applicant's request (see [Directive 056](#), Section 5.9.8).

Field	Description
Install/Remove (Required)	Enter I to install a pump. Enter R to remove a pump.
Rating (Required)	Enter the kilowatt (kW) rating of the pump unit to be installed or removed at this facility.
Driver Power Source (Required)	Check the driver source for the unit to be installed or removed at this facility. Only one power source can be selected for each pump.

Field	Description
NO _x Emission Rating (Required)	Enter the manufacturer's rating for NO _x emissions in grams of NO _x per kilowatt hour (g/kWh) for each natural gas pump unit to be installed or removed at this facility. Enter zero for electric-driven pumps.

4. Click **Save** to save the information in the list. (Click **Cancel** to cancel the current entry and close the input panel.)

3. PUMPS			Install/Remove Pump	Help
Click "Install/Remove Pump" to specify Pump information (click "View" to view/edit or "Delete" to delete).				
View	Delete	(I)nstall / (R)emove	Rating	Driver Power Source
<input type="button" value="View"/>	<input type="button" value="Delete"/>	i	19	Electric
Total Number of Gas Pumps on Site			Total Number of Electric Pumps on Site	Total On-site Pump Wattage
<input type="text" value="0"/>			<input type="text" value="1"/>	<input type="text" value="19"/> kW

For facility amendment applications, enter the following information (these fields are automatically populated for other applications).

Field	Description
Total Number of Gas Pumps on Site (Required)	Enter the total number of natural gas driven pumps located at the facility, including any new units being added by this application.
Total Number of Gas Pumps on Site (Required)	Enter the total number of electric driven pumps located at the facility, including any new units being added by this application.
Total On-site Pump Wattage (Required)	Enter the sum of the pump wattage for the entire facility operations in kilowatts (kW). The total must include any new units being added by this application.

4. Technical Information

4. TECHNICAL INFORMATION		Help
1a. Night time permissible sound level (PSL) at the nearest or most impacted residence.....	<input type="text"/>	dBa
1b. Predicted overall sound level at the nearest or most impacted residence.....	<input type="text"/>	dBa

Provide the following information as determined by the Noise Impact Assessment completed on this facility (required by [Directive 038: Noise Control](#)).


1a.	Night time permissible sound level (PSL) at the nearest or most impacted residence - dBa (Required)	Enter the night time Permissible Sound Level (PSL) at the nearest or most impacted residence in dBa to two decimal places. For remote locations, a distance of 1500 m may be used to determine the facility PSL, if there are no residences within that radius.
1b.	Predicted overall sound level at the nearest or most impacted residence - dBa (Required)	Enter the predicted overall sound level at the nearest or most impacted residence in dBa to two decimal places. This value may be based on distance of 1500 m if there are no residences within that radius.

When you complete Schedule 2.4

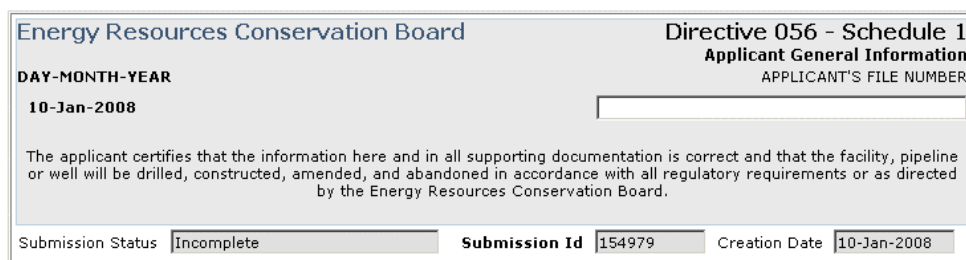
When you complete entering Schedule 2.4 information:

- click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days (see [Save and validate an application](#), p. 79),
- complete other required schedules,
- re-open Schedule 1 to include attachments (see [Attachments](#), p. 80).

Save and validate an application

Click  on the main toolbar of each schedule to validate application information and save it on the EAS Web server for 7 days from the creation date, the date the application is first saved. The Submission Status changes from New to Incomplete (or Upload Attachments), and a submission ID is assigned.

The Submission Status, Submission ID, and Creation Date are shown here.



Energy Resources Conservation Board

Directive 056 - Schedule 1

Applicant General Information

DAY-MONTH-YEAR

10-Jan-2008

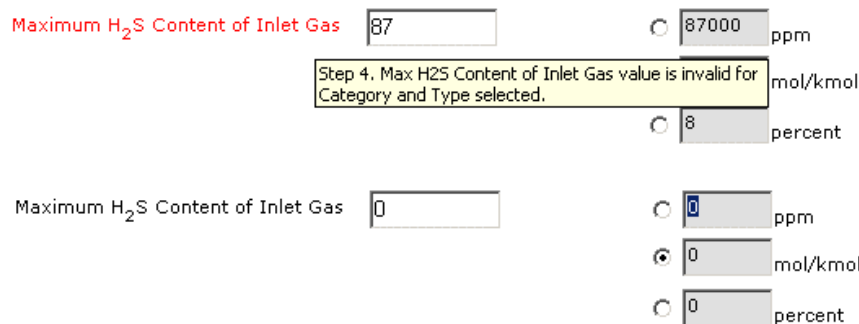
APPLICANT'S FILE NUMBER

The applicant certifies that the information here and in all supporting documentation is correct and that the facility, pipeline or well will be drilled, constructed, amended, and abandoned in accordance with all regulatory requirements or as directed by the Energy Resources Conservation Board.

Submission Status **Incomplete** Submission Id **154979** Creation Date **10-Jan-2008**

If no errors are found, the application is saved for up to 7 days while you continue to complete the application before you register it with the ERCB. After 7 days from the creation date, the application submission is deleted.

Fields that require input or are incorrectly entered are labeled in red. Hold the mouse over the **red text** to open a pop-up description of what is required or what the error is. Enter the information and when you tab to the next field, the label changes back to black if you have entered the information correctly.



Maximum H₂S Content of Inlet Gas 87 ppm

Step 4. Max H₂S Content of Inlet Gas value is invalid for Category and Type selected.

mol/kmol

percent

Maximum H₂S Content of Inlet Gas 0 ppm

mol/kmol

percent

You can also check if schedules have passed validation and are complete on the bottom of Schedule 1.

2. ATTACHED SCHEDULES				Add	Open	Delete	Find Licence	Help
LICENCE TYPE	Facility	APPLICATION PURPOSE	New Licence					
		ORIGINAL LICENCE NUMBER						
		Format: Prefix + 7 Mandatory Digits + Suffix i.e.: B00000414X OR 0234567						
SELF DISCLOSURE	<input type="checkbox"/>	ORIGINAL LICENCE EVENT SEQUENCE						

This Schedule has passed validation and is complete.

These require further information and checking.

SCHEDULES INCLUDED ON CURRENT SUBMISSION	
(Select the schedule and click 'Open' to view/edit, or 'Delete' to remove)	
<input type="checkbox"/>	Schedule 2 - Complete
<input type="checkbox"/>	Schedule 2.2 - Incomplete
<input type="checkbox"/>	Schedule 2.3 - Incomplete
<input type="checkbox"/>	Schedule 2.4 - Incomplete

Certain errors and warning messages may also be shown at the top of the schedule.

Submission Status	Incomplete	Submission Id	63225	Creation Date	21-Jun-2006						
<table border="1"> <thead> <tr> <th colspan="2">General Warnings and Errors</th> </tr> </thead> <tbody> <tr> <td>Warning:</td> <td>Step 7. Row 1 - Bottomhole Section may be over 1.6 km from surface location.</td> </tr> <tr> <td>Error:</td> <td>Row 1 - Step 7. Surface Latitude and Longitude are incorrect based on the surface coordinates.</td> </tr> </tbody> </table>						General Warnings and Errors		Warning:	Step 7. Row 1 - Bottomhole Section may be over 1.6 km from surface location.	Error:	Row 1 - Step 7. Surface Latitude and Longitude are incorrect based on the surface coordinates.
General Warnings and Errors											
Warning:	Step 7. Row 1 - Bottomhole Section may be over 1.6 km from surface location.										
Error:	Row 1 - Step 7. Surface Latitude and Longitude are incorrect based on the surface coordinates.										

Warnings are shown in black and will not prevent you from continuing with the application. Errors are shown in red and require correction before you can register the application.

Once an application submission is completed without errors, the Submission Status changes from Incomplete to Upload Attachments. You must now include the required and optional attachments for the application (see [Attachments](#), p. 96)

During the 7 days that the submission is saved on the EAS Web server, you can continue to update and save application information. Locate the application submission using [Query Submissions](#), p. 91 and [View Submissions List](#), p. 93.

Attachments

This user guide is intended as a tool to assist in filing facilities applications EAS. It *does not* supersede requirements found in [Directive 056: Energy Development Applications and Schedules](#)

When all schedules required for an application are validated without errors, you must include the required attachments before you can register the application.

Attachments are a fundamental part of EAS and IAR. Each type of application has a list of attachments that may be Required, Optional, or Conditional.

Type	Description
Required	If required attachments are not attached, you cannot pass the validation checks and successfully register the application.
Optional	You can choose to include this attachment, but it is not required. Note: These attachments may also be discretionary based on the information contained in the Survey Plan, e.g., water body setbacks or other project specific information. It is the responsibility of the applicant to determine if these optional attachments are required.
Conditional	Based on answers to specific questions, EAS may require these additional attachments.

An application cannot be registered until all required attachments have been loaded to the EAS Web server.

The first time you access the *Attachments* window, you are prompted to load the XFile software from Software Artisans Inc. This is required to run the attachments mapping and loading. Click **Yes** in this pop-up window to load Xfile. You are then ready to include attachments with your application.



Click **Schedule 1** on the main toolbar at the top of the schedule you are working on. In Schedule 1, click **Attachments** to open the *Application Attachments* window.



Click here to open the Attachments window.

You can also open the *Application Attachments* window by locating the submission using *Query Submissions*, or *View Submissions List*. The submission status must be Upload Attachment(s). Then select Attachments in the *Application Submission Detail* window.

Click **View** to open the detail window for this application submission.
The status is Upload Attachment(s).

Submissions List

View	Submission ID	Application Group	Creation Date	Registration Status	Your File Number	Application Number
View	156245	Facilities	09-Jan-2008 09:41:00	Registered	RFT.B140.NEW..Well NR - P1	1550929
View	156244	Facilities	09-Jan-2008 09:32:00	Registered	RFT.B140.NEW..Well NR - Tech	1550928
View	156243	Facilities	09-Jan-2008 09:23:00	Registered	RFT.B140.NEW..Well NR - P1	1550927
View	156241	Resources	09-Jan-2008 08:45:00	Incomplete		
View	156240	Utilities	09-Jan-2008 08:28:00	Upload Attachment(s)		
View	156239	Facilities	09-Jan-2008 01:02:00	Incomplete	RFT.B140.NEW..	
View	156238	Facilities	09-Jan-2008 12:52:00	Registered	RFT.B140.NEW..Well NR - Tech	1550926
View	156237	Facilities	09-Jan-2008 12:43:00	Registered	RFT.B140.NEW..Well NR - P1	1550925
View	156236	Resources	08-Jan-2008 05:04:00	Registered		1550924
View	156235	Facilities	08-Jan-2008 05:00:00	Upload Attachment(s)	RFT.B140.NEW..	

Click here to open the Attachments detail window.

Application Submission Detail

General Information

Application Submission:	156235	Your File Number:	RFT.B140.NEW..
Application Group:	Facilities	Creation Date:	08-Jan-2008
Registration Status:	Upload Attachment(s)	Last Updated:	09-Jan-2008

You have 6 days left to register your application.

Applicant Information

Primary Applicant BAID:	A2B5
Primary Applicant:	West Pacific Petroleum Inc.

Application Schedules

- ☒ Attachments - Incomplete
- ☐ Schedule 1 - Complete
- ☐ Schedule 4 - Complete

This is the main *Attachments* window.

This is where you add files as attachments.

Click here to load files individually.

This is where attachments are listed. Required attachments are shown in red.

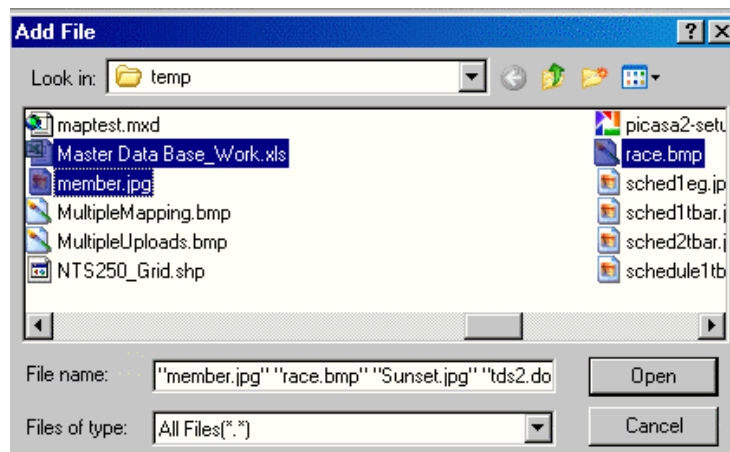
Attachment Types	Mandatory	File Name(s)	Description
Survey Plan	True		
Drill Cutting Waiver Request	True		
Env. Requirements	True		

To load multiple attachments

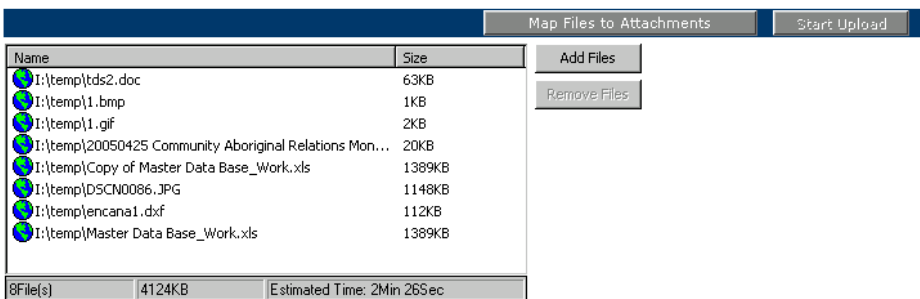
1. Click **Add Files** to open an *Add File* input window to locate the files you want to attach.

To select a group of files, highlight the first with the mouse, hold down the [Shift] key, and highlight the last. To select individual files from a list, hold down the [Ctrl] key and select each file with the mouse.

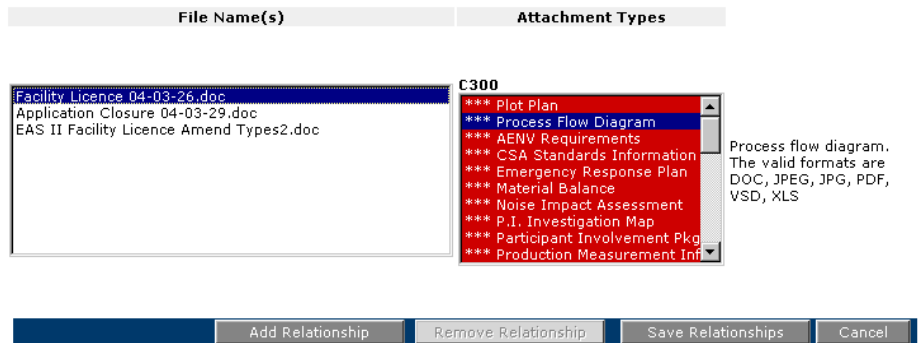
The ActiveX control is required to handle uploads of multiple files. If you do not have ActiveX enabled, you can load files individually (see [To load single attachments](#), p. 84 and System Operations in the online help FAQs).



- Highlight one or more files to match to the attachment list, and click **Open** to show the files in the left of the *Attachments List* window. Click **Add Files** again to load files from different directory locations.



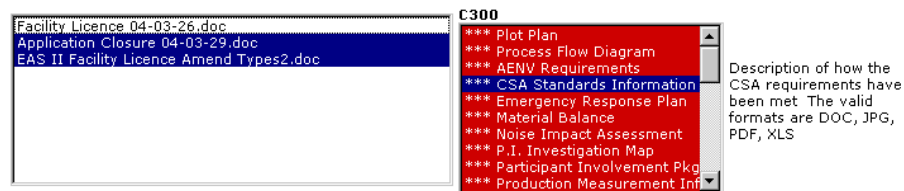
- Click **Map Files to Attachments**.
- Highlight a file on the left, and then highlight the attachment on the right to map the file to.



You can also highlight several files to map to an attachment (or highlight a file to map to several attachments).

Required attachments are shown in red.

***** Plot Plan**

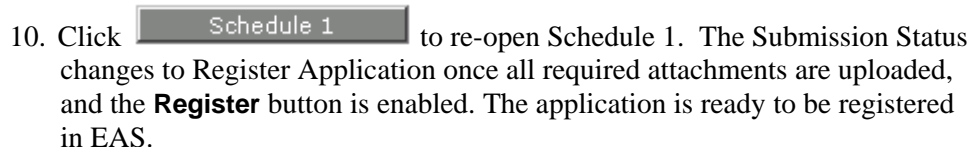


- Click **Add Relationship** for each File Name to Attachment Type. EAS checks that the file has a correct extension (e.g., .pdf or .doc) and associates the file with the attachment. (Hold the mouse over an attachment type in the lower Attachments Type listing to see a description and the file types.)

Required attachments that are mapped successfully are shown in green.

300			
Attachment Types	Mandatory	File Name(s)	Description
Plot Plan	True	Q:\FAC\IAP\EAS Phase II\Presentations\Documents\Facility Licence 04-03-26.doc	Site specific plot plan <input type="button" value="Default"/>
Process Flow Diagram	True	Q:\FAC\IAP\EAS Phase II\Presentations\Documents\Application Closure 04-03-29.doc	Process flow diagram. <input type="button" value="Default"/>
AENW Requirements	True	Q:\FAC\IAP\EAS Phase II\Presentations\Documents\EAS II Facility Licence Amend Types2.doc	Description of SO2/NO _x <input type="button" value="Default"/>
CSA Standards Information	True	Q:\FAC\IAP\EAS Phase II\Presentations\Documents\Application Closure 04-03-29.doc	Description of how the <input type="button" value="Default"/>
Emergency Response Plan	True	Q:\FAC\IAP\EAS Phase II\Presentations\Documents\Facility Licence 04-03-26.doc	<input type="button" value="Default"/>

- This window is shown while the files are transferred to the EAS Web server.



To load single attachments

1. Click **Having troubles uploading? Click here** below the Add Files area to open an input panel to load files individually.

Click here to load files individually.

Having troubles uploading? click here

2. Click **Browse...** to open an *Add File* input window to locate the file you want to attach.
3. Highlight the file and click **Open** to list the file in the Upload File box.
4. Select the Application and Attachment Type and enter a description.

Click here to upload the selected file.

Single File Upload / Mapping

Upload File: Z:\dds2\test.pdf Browse... Valid Formats: DOC, JPG, PDF, XLS.

Application Type: B020

Attachment Type: Plot Plan

Description: Site specific plot plan Default

Upload

5. Click **Upload** to load the selected file to the EAS Web server. The file is shown in green when it has been successfully loaded.

To replace attachments before registration

1. Add the replacement file to the attachment type (see [To load multiple attachments](#) and [To load single attachments](#) above).

FileNames	Attachment Types
Z:\dds2\test.pdf	B020 Plot Plan Process Flow Diagram Cover Letter Miscellaneous (Ext) Self Disclosure

Process flow diagram. The valid formats are DOC, JPEG, JPG, PDF, VSD, XLS

This is the file to be replaced.

		Add Relationship	Remove Relationship	Save Relationships
B020				
Attachment Types	Mandatory	File Name(s)	Description	
Plot Plan	True	Z:\dds2\test.pdf	Site specific plot plan Default	
Process Flow Diagram	True	Z:\dds2\test.pdf	Old file Default	
		Z:\dds2\test.pdf	Process flow diagram. Default	

2. Highlight the file you want to replace (the field is highlighted in light blue), and click **Remove Relationship** to remove the old file.

		Add Relationship	Remove Relationship	Save Relationships
B020				
Attachment Types	Mandatory	File Name(s)	Description	
Plot Plan	True	Z:\dds2\test.pdf	Site specific plot plan Default	
Process Flow Diagram	True	Z:\dds2\test.pdf	Process flow diagram. Default	

To append/replace attachments after registration

Subsequent or replacement attachments are those that the ERCB requires after an application has been submitted. If a file has been flagged for replacement by ERCB staff, you must map and attach it before you can proceed further.

1. To append subsequent attachments after an application is registered, first locate the application using [Query Submissions](#) or [View Submissions List](#) in the main EAS menu. Open the *Application Submission Details* window.

The Registration Status is Requires Attachment.

Double-click here to open the attachments for this schedule.

Application Submission Detail

General Information

Application Submission: 156252

Application Group: Facilities

Registration Status: Registered

Your File Number: RFT.B140.NEW..Well NR

Creation Date: 09-Jan-2008

Last Updated: 09-Jan-2008

Applicant Information

Primary Applicant BAID: A2B5

Primary Applicant: West Pacific Petroleum Inc.

Application Schedules

☐ Application Forms
 ☐ Attachments - Complete

If you have any questions or comments, please contact the [EAS Administrator](#).
© Energy Resources Conservation Board/Alberta Utilities Commission

2. Click the **Attachments** link to open the Attachments window. Add the subsequent file and map it to the attachment type (see [To load multiple attachments](#) and [To load single attachments](#) above). The original attachment is shown in grey.

FileNames

Attachment Types

Z:\dds2\test.doc

Rateable Take

Application

Drainage Calculations

Gas Isopach Map

Reserve Estimates

Reservoir Parameters

Well Log(s)

Deliverability Tests

Miscellaneous

Negotiation Attempts

Notification Letter

An estimate of the amount of inequitable drainage. The valid formats are DOC, PDF, XLS

Add Relationship

Remove Relationship

Save Relationships

Rateable Take

Attachment Types	Mandatory	File Name(s)	Description
Application	False	Q:\FAC\IAP\EAS Phase I\Testing - Business\Test Docs - Small\Doc 7.doc	Application requirements <input type="text" value="Default"/>
Drainage Calculations	False	Q:\FAC\IAP\EAS Phase I\Testing - Business\Test Docs - Small\Doc 7.doc	An estimate of the amount <input type="text" value="Default"/>
		Z:\dds2\test.doc	<input type="text" value="Default"/>

This is the original attachment.

This is a new attachment added after registration.

Register an Application

All required schedules must be complete and correct, and all required attachments must be loaded to the EAS Web server before you can register an application with the ERCB.

Click here to register the application.

To register an application

1. To open Schedule 1 of the application,

- Locate the submission using [Query Submissions](#) or [View Submissions List](#). The submission status must be **Register Application**. Then select Attachment List in the Application Details window.

View	Submission ID	Application Group	Creation Date	Registration Status	Your File Number	Application Number
View	55363	Facilities	16 Jul 2005 03:12	Register Application		

The status in the Submission List is Register Application.

or

If you need to include additional attachments after registering an application, e-mail them to the assigned Facilities group processor.

- Click **Sched 1** on the main toolbar at the top of the schedule you are already working on.

2. Click **Register** on the main toolbar in Schedule 1.

When you register an application, the status at the top of Schedule 1 changes to Registered. The application has passed the EAS validation checks, an application number has been assigned, and the contacts entered in Schedule 1 have been notified by e-mail.

To view application documents after registration

After an application is registered, you can add or replace attachments if required (see [To append/replace attachments after registration](#), p. 88). All other application schedules and forms can be viewed in the Adobe .PDF format.

Locate the application using [Query Submissions](#) (see p. 91), or [View Submissions List](#) (see p. 93) and open the *Application Submission Detail* window.

Click here to open the application documents in an Adobe Reader window.

Application Submission Detail		Help	
General Information			
Application Submission:	63532	Your File Number:	
Application Group:	Facilities	Creation Date:	29-Jun-2006
Registration Status:	Registered	Last Updated:	29-Jun-2006
Applicant Information			
Primary Applicant BAID:	0338		
Primary Applicant:	Alberta Energy And Utilities Board		
Application Schedules			
<input type="checkbox"/> Application Forms			
<input type="checkbox"/> Attachments			
If you have any questions or comments, please contact the EAS Administrator . © Alberta Energy and Utilities Board			

Click **Application Forms** to open the application documents.

Adobe Reader - [ApplicationForms[1].pdf]

File Edit View Document Tools Window Help

Save a Copy Search Select 100% Help

EUB Alberta Energy and Utilities Board

Guide 56 - Schedule 1

Applicant General Information

DAY MONTH YEAR Application #
29-Jun-2006 1410466

APPLICANT'S FILE NUMBER

The applicant certifies that the information here and in all supporting documentation is correct and that the facility, pipeline or well will be drilled, constructed, amended, and abandoned in accordance with all regulatory requirements or as directed by the Alberta Energy and Utilities Board.

SUBMISSION STATUS Registered SUBMISSION ID 63532 CREATION DATE 29-Jun-2006

1. APPLICANT INFORMATION

APPLICANT

COMPANY NAME Alberta Energy And Utilities Board BA CODE 0338

CONTACT NAME Kevin Miller

TELEPHONE (403) 297-4292 FAX (403) 297-2143

E-MAIL brad.hodge@eub.gov.ab.ca

CONSULTANT

COMPANY NAME BA CODE

CONTACT NAME

TELEPHONE FAX

E-MAIL

2. ATTACHED SCHEDULES

LICENCE TYPE W APPLICATION PURPOSE New

ORIGINAL LICENCE NUMBER

Format: Prefix + 7 Mandatory Digits + Suffix
i.e.: B00000414X OR 0234557

ORIGINAL LICENCE EVENT SEQUENCE

SCHEDULES INCLUDED ON CURRENT SUBMISSION

Well Routine B140

1 of 4

Query Submissions

Once applications have been submitted to the ERCB, you can locate and view the detailed application information. If a submission is not yet complete, you can use this option to locate an application submission and continue to enter information and upload attachments. Application submissions are kept on the EAS Web server for 7 days from the creation date.

Select **Query Submissions** in the main left menu list to locate specific submissions by entering search parameters. Submissions that meet the criteria are listed in a *Submission List* window. (Select **View Submission List** in the main left menu to list all submissions for the current user ID. See [View Submissions List](#), p. 93.)

To query submissions

1. To locate a submission, click **Query Submissions** in the menu options at the left of the main EAS window.

Click here to open Query Submissions.

Click **Get Submission List** to show applications that match the criteria entered.

2. Enter any of the following query parameters:

Field	Description
Get applications submitted by	Select User ID to search for submissions using the ID that you are currently logged into DDS with. (This is the default.) Select Company to search for submissions using the corporate ID. Submissions for all company user IDs are listed. Either User ID or Company is required.
Creation date between	Use the calendar to enter a date range to search for (see Calendar , p. 119.). If a To date is entered without a From date, all submissions before and on that date are selected. To select all submissions for a specific date, make both the From and To dates the same. The default is the current date.

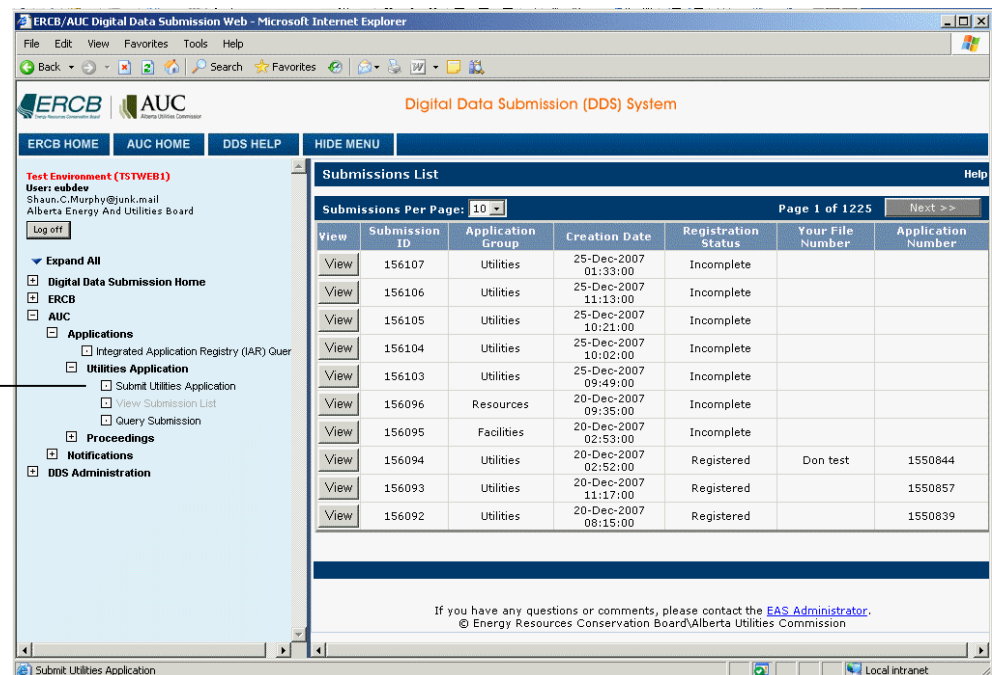
Field	Description																
Application Group	From the drop-down list, select the type of application.																
	<table><tr><th>Application Group</th><th>Description</th></tr><tr><td>All</td><td>All application groups are listed (facilities, resources, and utilities).</td></tr><tr><td>Facilities</td><td>Only facilities applications are listed.</td></tr><tr><td>Resources</td><td>Only resources applications are listed.</td></tr><tr><td>Utilities</td><td>Only utilities applications are listed.</td></tr></table>	Application Group	Description	All	All application groups are listed (facilities, resources, and utilities).	Facilities	Only facilities applications are listed.	Resources	Only resources applications are listed.	Utilities	Only utilities applications are listed.						
	Application Group	Description															
	All	All application groups are listed (facilities, resources, and utilities).															
	Facilities	Only facilities applications are listed.															
	Resources	Only resources applications are listed.															
	Utilities	Only utilities applications are listed.															
Required																	
Registration Status	From the drop-down list, select the status of the submission.																
	<table><tr><th>Status</th><th>Description</th></tr><tr><td>All</td><td>Show applications for all statuses.</td></tr><tr><td>Incomplete</td><td>The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.</td></tr><tr><td>Register application</td><td>The application has passed all validation checks and the required attachments have been uploaded to the EAS Web server. The application is ready to be registered.</td></tr><tr><td>Registered</td><td>The application is successfully registered in IAR and has been assigned an application number.</td></tr><tr><td>Requires Attachment</td><td>The application has been registered but the ERCB requires a replacement attachment.</td></tr><tr><td>Submitted</td><td>A temporary status is assigned while the application is validated against EAS internal checks.</td></tr><tr><td>Upload Attachments</td><td>All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered in EAS.</td></tr></table>	Status	Description	All	Show applications for all statuses.	Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.	Register application	The application has passed all validation checks and the required attachments have been uploaded to the EAS Web server. The application is ready to be registered.	Registered	The application is successfully registered in IAR and has been assigned an application number.	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.	Submitted	A temporary status is assigned while the application is validated against EAS internal checks.	Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered in EAS.
	Status	Description															
	All	Show applications for all statuses.															
	Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.															
	Register application	The application has passed all validation checks and the required attachments have been uploaded to the EAS Web server. The application is ready to be registered.															
	Registered	The application is successfully registered in IAR and has been assigned an application number.															
	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.															
	Submitted	A temporary status is assigned while the application is validated against EAS internal checks.															
	Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered in EAS.															
Required																	


- Click **Get Submissions List** to list the submissions that meet the criteria entered in a new *Application Submissions List* window.

View Submissions List

Select **View Submission List** in the main left menu to list all submissions for the current user ID in a Submission List window.

Click here to open Application Submissions List.



Field	Description	
	Open the Application Submission Details window for the current record.	
Submission ID	A temporary identification number assigned to your submission for the 7 days it is saved on the EAS Web server and through the disposition and registration process.	
Application Group	A facilities, resources, or utilities application.	
Creation Date	The date that the submission was first submitted and saved on the EAS Web server.	
Registration Status	Status	Description
	Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.
	Register application	The application has passed all validation checks and the required attachments have been uploaded to the EAS Web server. The application is ready to be registered.
	Registered	The application is successfully registered in IAR and has been assigned an application number.
	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.
	Submitted	A temporary status is assigned while the application is validated against EAS internal checks.
	Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application

		before it can be registered with the ERCB.
Field	Description	
Your File Number	The corporately assigned number entered on Schedule 1.	
Application Number	If the application is successfully registered in EAS, an application number is assigned and is shown here.	

Application Submission Details window

When you click **View** in the *Submission List* window the *Application Submissions Details* window opens showing more detailed information about the selected application.

The screenshot shows the 'Application Submission Detail' window in a Microsoft Internet Explorer browser. The window title is 'ERCB/AUC Digital Data Submission Web - Microsoft Internet Explorer'. The browser address bar shows 'http://localhost:8080/IntegratedApplicationRegistry/Query'. The page header includes the ERCB and AUC logos and the text 'Digital Data Submission (DDS) System'. The left sidebar contains a navigation menu with options like 'Expand All', 'Digital Data Submission Home', 'ERCB', 'Applications', 'Facilities/Resources Application', 'Proceedings', 'Licence Transfer', 'Incidents', 'Inspections', 'Notifications', 'Reports', 'Submissions', 'AUC', and 'DDS Administration'. The main content area displays the 'Application Submission Detail' for a specific submission. It includes sections for 'General Information', 'Applicant Information', and 'Application Schedules'. The 'General Information' section shows: Application Submission: 156231, Your File Number: (blank), Application Group: Resources, Creation Date: 08-Jan-2008, Registration Status: Registered, and Last Updated: 08-Jan-2008. The 'Applicant Information' section shows: Primary Applicant BAID: 0338 and Primary Applicant: Alberta Energy And Utilities Board. The 'Application Schedules' section shows: Application Forms and Attachments - Complete.

Field	Description	
General Information		
Application Submission	A temporary identification number assigned to your submission for the 7 days it is saved on the EAS Web server and through the disposition and registration process.	
Your File Number	The corporately assigned number that can be entered on Schedule 1.	
Application Group	A facilities, resources, or utilities application.	
Creation Date	Date the application was initially created and saved on the EAS Web server.	
Registration Status	Status	Description

	Register application	The application has passed all validation checks and the required attachments have been uploaded to the EAS Web server. The application is ready to be registered.
	Status	Description
	Registered	The application is successfully registered in IAR and has been assigned an application number.
	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.
	Submitted	A temporary status is assigned while the application is validated against EAS internal checks.
	Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered in EAS.
Last Updated	The date and time the application was last updated.	
Current application status and expiry days left		
Applicant		
Primary Applicant BA ID	The Business Associate (BA) code for the primary applicant.	
Primary Applicant	The name of the applicant according to the BA table.	
Application Schedules		
Schedule Name & Status	The schedule name and the current status.	
	Status	Description
	Incomplete	The schedule or form is incomplete. It must still pass validation checks and required attachments loaded.
	Valid	The schedule or form has passed validation checks. Required attachments must still be loaded.
	Complete	The schedule or form has passed validation checks and all required attachments have been loaded.

Attachments

Reminder: This user guide is intended as a tool to assist in filing facilities applications EAS. It *does not* supersede requirements found in [Directive 056: Energy Development Applications and Schedules](#)

Application attachment types for all facilities applications are listed below.

- Required attachments are marked Yes.
- Non-required attachments are marked Optional.
- Conditions for attachments that may change to required are given where applicable.

Type	Description
Required	If required attachments are not attached, you cannot pass the validation checks and successfully submit the application.
Optional	You may choose to include this attachment, but it is not required. Note: These attachments may also be discretionary based on the information contained in the Survey Plan, e.g., water body setbacks or other project specific information. It is your responsibility, to determine if these optional attachments are required.
Conditional	Based on answers to specific questions, EAS may change the attachments to Required. The conditions are listed with a hyperlink to the relevant page.

Well Attachments

Well Routine—Attachments

Application Type	Description
B140	Single well with an H ₂ S content of 0.00 mol/kmol
B141	Commercial or source water well with an H ₂ S content of 0.00 mol/kmol
B150	Multiwell pad with an H ₂ S content of 0.00 mol/kmol
C280	Single well with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S
C290	Multiwell pad wells with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S
C360	Single well with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s
C370	Multiwell pad wells with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s
D570	Wells with an H ₂ S release rate ≥ 0.3 m ³ /s and < 2.0 m ³ /s

Related attachments are:

Attachment	Description	Required	Types
Survey Plan	Survey plan	Yes	.jpg, .pdf
Cover Letter	Application cover letter	Optional	.doc, .jpg, .pdf
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional	.doc, .gif, .jpg, .pdf, .tif, .xls

Well Non-routine—Technical Attachments (B, C, D)

Application Type	Description
B140	Single well with an H ₂ S content of 0.00 mol/kmol
B141	Commercial or source water well with an H ₂ S content of 0.00 mol/kmol
B150	Multiwell pad with an H ₂ S content of 0.00 mol/kmol
C280	Single well with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S
C290	Multiwell pad wells with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S
C360	Single well with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s
C370	Multiwell pad wells with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s
D570	Wells with an H ₂ S release rate ≥ 0.3 m ³ /s and < 2.0 m ³ /s

Related attachments are:

Attachment	Description	Required	Types
Survey Plan	Survey plan	Yes	.jpg, .pdf
ACD Explanation	Explanation of why Alberta Community Development (ACD) has not provided clearance	Required if Schedule 4, Section 11, Question 3a, “If Yes, Alberta Community Development has granted clearance for the well site” is No (see p. 34)	.doc, .jpg, .pdf
Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met	Required if Schedule 4, Section 2, Question 1, “Consultation and notification requirements have been met” is No (see p. 21)	.doc, .jpg, .pdf
Cover Letter	Application cover letter	Optional	.doc, .jpg, .pdf
Directional Survey	Explanation of why a directional survey will not be run	Required if Schedule 4, Section 7, Question 2, “A directional survey will be run if the well deviates from vertical” is No (see p. 29)	.doc, .jpg, .pdf
Drill Cutting Waiver Request	Documentation to support a drill cutting waiver request or a copy of an approval granted by the ERCB Geology and Reserves group	Required if Schedule 4, Section 8, Question 1a, “If Yes, drill cutting samples will be collected and submitted as required” is No (see p. 32)	.doc, .jpg, .pdf
Environmental Requirements Exemption	If you cannot meet the environmental requirements, a detailed explanation outlining why you cannot meet requirements and the alternative mitigative measures proposed to protect the environment	Required if Schedule 4, Section 11, Question 2, “The proposed well site and/or access road will meet ERCB environmental requirements” is No (see p. 34)	.doc, .jpg, .pdf
Mineral Rights/DSU Exemption	Explanation of why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)	Required if Schedule 4, Section 9, Question 1, “The applicant has the rights for all intended purposes of the proposed well” is No and/or Question 2, “The applicant has the rights to a complete drilling spacing unit” is No (see p. 34)	.doc, .jpg, .pdf

Attachment	Description	Required	Types
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional	.doc, .jpg, .pdf
Other Setbacks	If the well centre is located less than 100 m from a surface improvement, documentation confirming that consent from the surface improvement owner was received prior to application or an explanation of why you are not able to acquire consent	Required if Schedule 4, Section 11, Question 1a, “ <i>All other ERCB setback requirements have been met</i> ” is No (see p. 34)	.doc, .jpg, .pdf
Pressure Testing Explanation	Re-entry, resumption, deepening of a well. Detailed explanation to verify the casing still meets the appropriate design factor for burst as outlined in Directive 036: Drilling Blowout Prevention Requirements and Procedures and Directive 056 , Section 7.9.4.	Required if Schedule 4, Section 6, Question 4, “ <i>Casing will be pressure tested to meet the minimum requirements</i> ” is No (see p.27)	.doc, .jpg, .pdf
Surface Casing Exemption Request	A discussion that includes an area search for AOF data, geology, thermal schemes and operations, or a copy of an approval granted by ERCB Operations	Required if Schedule 4, Section 7, Question 1, “ <i>Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements, Section 7.9.9.</i> ” is No (see p. 29)	.doc, .jpg, .pdf
Surface Casing Map	A map of wells within a 3 km radius to accompany the surface casing exemption request	Required if Schedule 4, Section 7, Question 1, “ <i>Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements, Section 7.9.9.</i> ” is No (see p. 29)	.jpg, .pdf
Water Body Protection	If the well centre is less than 100 m from a water body, an explanation that outlines acceptable methods to prevent pollution of the water addressing both the drilling and future production operations and considering the consequences of a spill	Required if Schedule 4, Section 11, Question 1, “ <i>The ERCB water body setback requirements have been met</i> ” is No (see p. 34)	.doc, .jpg, .pdf
Wellbore Rights Exemption	Re-entry, resumption, deepening of a well. Explanation of why you do not have the rights to the existing wellbore (may require supporting documentation).	Required if Schedule 4, Section 6, Question 3, “ <i>The applicant has the rights to the existing wellbore.</i> ” is No (see p. 27)	.doc, .jpg, .pdf

Well Non-routine—PI Attachments (B, C, D)

Application Type	Description
B140	Single well with an H ₂ S content of 0.00 mol/kmol
B141	Commercial or source water well with an H ₂ S content of 0.00 mol/kmol
B150	Multiwell pad with an H ₂ S content of 0.00 mol/kmol
C280	Single well with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S
C290	Multiwell pad wells with an H ₂ S content > 0.00 mol/kmol and a release rate < 0.01 m ³ /s H ₂ S
C360	Single well with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s
C370	Multiwell pad wells with an H ₂ S release rate ≥ 0.01 m ³ /s and < 0.3 m ³ /s
D570	Wells with an H ₂ S release rate ≥ 0.3 m ³ /s and < 2.0 m ³ /s

Related attachments are:

Attachment	Description	Required	Types
Survey Plan	Survey plan	Yes	.jpg, .pdf
ACD Explanation	Explanation why Alberta Community Development has not provided clearance	Required if Schedule 4, Section 11, Question 3a, “If Yes, Alberta Community Development has granted clearance for the well site” is No (see p. 34)	.doc, .jpg, .pdf
Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met, including a chronology of the Participant Involvement Program and a discussion of mitigative measures taken	Required if Schedule 4, Section 2, Question 1, “Consultation and notification requirements have been met” is No (see p. 21)	.doc, .jpg, .pdf
Cover Letter	Application cover letter	Optional	.doc, .jpg, .pdf
Directional Survey	Explanation of why a directional survey will not be run	Required if Schedule 4, Section 7, Question 2, “A directional survey will be run if the well deviates from vertical” is No (see p. 29)	.doc, .jpg, .pdf
Drill Cutting Waiver Request	Documentation to support a drill cutting waiver request or a copy of an approval granted by the ERCB Geology and Reserves group	Required if Schedule 4, Section 8, Question 1a, “If Yes, drill cutting samples will be collected and submitted as required” is No (see p. 32)	.doc, .jpg, .pdf
Environmental Requirements Exemption	If you cannot meet the environmental requirements, submit a detailed explanation outlining why you cannot meet requirements and the alternative mitigative measures proposed to protect the environment	Required if Schedule 4, Section 11, Question 2, “The proposed well site and/or access road will meet ERCB environmental requirements” is No (see p. 34)	.doc, .jpg, .pdf

Attachment	Description	Required	Types
Mineral Rights/DSU Exemption	Explanation of why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)	Required if Schedule 4, Section 9, Question 1, “ <i>The applicant has the rights for all intended purposes of the proposed well</i> ” is No and/or Question 2, “ <i>The applicant has the rights to a complete drilling spacing unit</i> ” is No (see p. 34)	.doc, .jpg, .pdf
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional	.doc, .jpg, .pdf
Other Setbacks	If the well centre is located less than 100 m from a surface improvement, submit documentation confirming that consent from the surface improvement owner was received prior to application or an explanation of why you are not able to acquire consent	Required if Schedule 4, Section 11, Question 1a, “ <i>All other ERCB setback requirements have been met</i> ” is No (see p. 34)	.doc, .jpg, .pdf
Outstanding Objections	Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation	Required if Schedule 4, Section 2, Question 2 “ <i>There are outstanding objections/concerns related to this application</i> ” is Yes (see p. 21)	.doc, .jpg, .pdf
Participant Involvement Package	Public disclosure and consultation documentation	Optional	.doc, .jpg, .pdf, .xls
Participant Involvement Map	A map that details the radius of investigation for the participant involvement requirements	Optional	.jpg, .pdf
Pressure Testing Explanation	Re-entry, resumption, deepening of a well. Detailed explanation to verify the casing still meets the appropriate design factor for burst as outlined in Directive 036: Drilling Blowout Prevention Requirements and Procedures and Directive 056 , Section 7.9.4.	Required if Schedule 4, Section 6, Question 4, “ <i>Casing will be pressure tested to meet the minimum requirements</i> ” is No (see p.27)	.doc, .jpg, .pdf
Surface Casing Exemption Request	A discussion that includes an area search for AOF data, geology, thermal schemes and operations, or a copy of an approval granted by ERCB Operations	Required if Schedule 4, Section 7, Question 1, “ <i>Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements, Section 7.9.9.</i> ” is No (see p. 29)	.doc, .jpg, .pdf
Surface Casing Map	A map of wells within a 3 km radius to accompany the surface casing exemption request	Required if Schedule 4, Section 7, Question 1, “ <i>Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements, Section 7.9.9.</i> ” is No (see p. 29)	.jpg, .pdf

Attachment	Description	Required	Types
Water Body Protection	If the well centre is less than 100 m from a water body, an explanation that outlines acceptable methods to prevent pollution of the water, addressing both the drilling and future production operations and considering the consequences of a spill	Required if Schedule 4, Section 11, Question 1, “ <i>The ERCB water body setback requirements have been met</i> ” is No (see p. 34)	.doc, .jpg, .pdf
Wellbore Rights Exemption	Re-entry, resumption, deepening of a well. Explanation of why you do not have the rights to the existing wellbore (may require supporting documentation).	Required if Schedule 4, Section 6, Question 3, “ <i>The applicant has the rights to the existing wellbore.</i> ” is No (see p. 27)	.doc, .jpg, .pdf

Well Non-routine—PI Attachments (E)

Application Type	Description
E610	Wells with an H ₂ S release rate ≥ 2.0 m ³ /s
E620	Wells with an H ₂ S release rate > 0.01 and < 0.1 m ³ /s and located within 0.5 km of an urban centre
E621	Wells with an H ₂ S release rate > 0.1 and < 0.3 m ³ /s and located within 1.5 km of an urban centre
E622	Wells with an H ₂ S release rate > 0.3 but < 2.0 m ³ /s and located within 5.0 km of an urban centre

Related attachments are:

Attachment	Description	Required	Types
Survey Plan	Survey plan	Yes	.jpg, .pdf
ACD Clearance	Documentation granting clearance from Alberta Community Development	Yes (Schedule 4, Section 11, Question 3a, “ <i>If Yes, Alberta Community Development has granted clearance for the well site</i> ”, p. 34)	.doc, .jpg, .pdf
Drilling Plan	A drilling plan, including intermediate casing depth if applicable, and any waiver requests or approvals obtained from ERCB Operations for the requirements outlined in Directive 071 and IRP Volume 1	Yes (Schedule 4.3, Section 5, “ <i>All equipment and practices for the drilling of this well will meet or exceed the requirements of Directive 071 and IRP Volume 1</i> ”, p. 45).	.doc, .jpg, .pdf
Emergency Response Plan	A statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071 and, if applicable, copy of a pre-approved EPZ issued by ERCB Operations	Yes (Schedule 4, Section 3, Question 1, “ <i>The applicant will meet ERCB requirements for emergency response planning</i> ”, p. 22 and Schedule 4.3, Section 5, “ <i>Critical well only</i> ”, p. 45)	.doc, .gif, .jpg, .pdf, .tif, .xls

Attachment	Description	Required	Types
Environmental Requirements	If mitigation measures are necessary to protect the environment, documentation outlining the steps that will be taken to ensure the protection of the environment and that all ERCB requirements are met	Yes (Schedule 4, Section 11, Question 2, <i>"The proposed well site and/or access road will meet ERCB environmental requirements"</i> , p. 34)	.doc, .jpg, .pdf
H ₂ S Information	Documentation supporting the H ₂ S release rate and assessment, including any required maps; documentation from ERCB Geology and Reserves group indicating the H ₂ S release rate is acceptable or that the documentation was submitted manually	Yes (Schedule 4.3, Section 1, <i>"H₂S release rate prognosis by potential H₂S horizon"</i> , p. 41 and Section 5 <i>"Critical well only"</i> , p. 45)	.bmp, .doc, .jpg, .pdf, .ppt, .xls
Mineral Rights	Crown mineral lease number or freehold minerals agreement	Yes (Schedule 4, Section 9, Question 1, <i>"The applicant has the rights for all intended purposes of the proposed well"</i> , p. 34)	.doc, .jpg, .pdf
Participant Involvement Package	Public disclosure and consultation documentation	Yes (Schedule 4.3, Section 5, <i>"Critical well only"</i> , p. 45)	.doc, .jpg, .pdf, .xls
Participant Involvement Map	A map that details the radius of investigation for the participant involvement requirements	Yes (Schedule 4.3, Section 5, <i>"Critical well only"</i> , p. 45)	.jpg, .pdf
Pressure Testing	Re-entry, resumption, deepening of a well. Explanation of the method used for pressure testing and information regarding a casing inspection log	Yes (Schedule 4, Section 6, Question 4, <i>"Casing will be pressure tested to meet the minimum requirements"</i> , p. 27)	.doc, .jpg, .pdf
Surface Casing Checksheet	A surface casing check sheet, pressure survey, and pressure gradient documentation, as well as documentation confirming protection of the groundwater	Yes (Schedule 4, Section 7, Question 1, <i>"Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements (Section 7.9.9)"</i> , p. 29)	.doc, .jpg, .pdf
Wellbore Rights	Re-entry, resumption, deepening letter of indemnification or wellbore transfer documentation	Yes (Schedule 4, Section 6, Question 3, <i>"The applicant has the rights to the existing wellbore"</i> , p. 27)	.jpg, .pdf
ACD Explanation	Explanation why Alberta Community Development has not provided clearance	Required if Schedule 4, Section 11, Question 3a, <i>"If Yes, Alberta Community Development has granted clearance for the well site"</i> is No (see p. 34)	.doc, .jpg, .pdf
Consultation and Notification	Detailed explanation why consultation and notification requirements have not been met, including a chronology of the Participant Involvement Program, and a discussion of mitigative measures taken	Required if Schedule 4, Section 2, Question 2, <i>"Consultation and notification requirements have been met"</i> is No (see p. 21)	.doc, .jpg, .pdf

Attachment	Description	Required	Types
Cover Letter	Application cover letter	Optional	.doc, .jpg, .pdf
Directional Survey	Explanation of why a directional survey will not be run	Required if Schedule 4, Section 7, Question 2, "A directional survey will be run if the well deviates from vertical" is No (see p. 29)	.doc, .jpg, .pdf
Drill Cutting Waiver Request	Documentation to support a drill cutting waiver request or a copy of an approval granted by the ERCB Geology and Reserves group	Required if Schedule 4, Section 8, Question 1a, "If Yes, drill cutting samples will be collected and submitted as required" is No (see p. 32)	.doc, .jpg, .pdf
Environmental Requirements Exemption	If you cannot meet the environmental requirements, detailed explanation of why you cannot meet requirements and the alternative mitigative measures proposed to protect the environment	Required if Schedule 4, Section 11, Question 2, "The proposed well site and/or access road will meet ERCB environmental requirements" is No (see p. 34)	.doc, .jpg, .pdf
Mineral Rights/DSU Exemption	Explanation of why you do not have the mineral rights and/or the complete DSU (may require supporting documentation)	Required if Schedule 4, Section 9, Question 1, "The applicant has the rights for all intended purposes of the proposed well" is No and/or Question 2, "The applicant has the rights to a complete drilling spacing unit" is No (see p. 34)	.doc, .jpg, .pdf
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional	.doc, .jpg, .pdf
Other Setbacks	If the well centre is located less than 100 m from a surface improvement, documentation confirming that consent from the surface improvement owner was received prior to application or an explanation why you are not able to acquire consent	Required if Schedule 4, Section 11, Question 1a, "All other ERCB setback requirements have been met" is No (see p. 34)	.doc, .jpg, .pdf
Outstanding Objections (OS)	Detailed summary of public/industry consultation program explaining all outstanding objections and/or concerns and attempts towards reconciliation	Required if Schedule 4, Section 2, Question 2, "There are outstanding objections/concerns related to this application" is Yes (see p. 21)	.doc, .jpg, .pdf
Pressure Testing Explanation	Re-entry, resumption, deepening of a well. Detailed explanation to verify the casing still meets the appropriate design factor for burst as outlined in Directive 036: Drilling Blowout Prevention Requirements and Procedures and Directive 056 , Section 7.9.4.	Required if Schedule 4, Section 6, Question 4, "Casing will be pressure tested to meet the minimum requirements" is No (see p. 27)	.doc, .jpg, .pdf
Surface Casing Exemption Request	A discussion that includes an area search for AOF data, geology, thermal schemes and operations, or a copy of an approval granted by ERCB Operations	Required if Schedule 4, Section 7, Question 1, "Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements, Section 7.9.9." is No (see p. 29)	.doc, .jpg, .pdf

Attachment	Description	Required	Types
Surface Casing Map	A map of wells within a 3 km radius to accompany the surface casing exemption request	Required if Schedule 4, Section 7, Question 1, “ <i>Surface casing meets the requirements of Directive 008: Surface Casing Depth Minimum Requirements, Section 7.9.9.</i> ” is No (see p. 29)	.jpg, .pdf
Water Body Protection	If the well centre is less than 100 m from a water body, an explanation that outlines acceptable methods to prevent pollution of the water, addressing both the drilling and future production operations and considering the consequences of a spill	Required if the proposed well is a Category E well and is located within 100 m of a water body. See Schedule 4, Section 11, Question 1, “ <i>The ERCB water body setback requirements have been met</i> ” (see p. 34)	.doc, .jpg, .pdf
Wellbore Rights Exemption	Re-entry, resumption, deepening of a well. Explanation of why you do not have the rights to the existing wellbore (may require supporting documentation)	Required if Schedule 4, Section 6, Question 3, “ <i>The applicant has the rights to the existing wellbore.</i> ” is No (see p. 27)	.doc, .jpg, .pdf

Facility attachments

Application Types and Description

Application Type	Description
B001	Exempt single well facility
B010	Gas processing plant with < 0.01 mol/kmol H ₂ S in inlet stream
B011	Gas fractionating plant with < 0.01 mol/kmol H ₂ S in inlet stream
B020	Gas battery—multiwell with < 0.01 mol/kmol H ₂ S in inlet stream
B030	Oil battery—multiwell with < 0.01 mol/kmol H ₂ S in inlet stream
B031	Bitumen battery—multiwell with < 0.01 mol/kmol H ₂ S in inlet stream
B040	Compressor station with < 0.01 mol/kmol H ₂ S in inlet stream
B070	Oil satellite—multiwell with < 0.01 mol/kmol H ₂ S in inlet stream
B071	Bitumen satellite—multiwell with < 0.01 mol/kmol H ₂ S in inlet stream
B080	Custom treating facility with < 0.01 mol/kmol H ₂ S in inlet stream
B090	Injection/disposal facility—water with < 0.01 mol/kmol H ₂ S in inlet stream
B091	Injection/disposal facility—EOR with < 0.01 mol/kmol H ₂ S in inlet stream
B200	Straddle plant with < 0.01 mol/kmol H ₂ S in inlet stream
C300	Gas-processing/fractionating facility
C301	Gas fractionating plant with < 1 t/d sulphur inlet
C302	Straddle plant with < 1 t/d sulphur inlet
C310	Gas battery—single well with < 1 t/d sulphur inlet
C311	Gas battery—multiwell with < 1 t/d sulphur inlet
C320	Oil battery—single well with < 1 t/d sulphur inlet
C321	Oil battery—multiwell with < 1 t/d sulphur inlet
C330	Bitumen battery—single well with < 1 t/d sulphur inlet
C331	Bitumen battery—multiwell with < 1 t/d sulphur inlet
C340	Compressor station with < 1 t/d sulphur inlet
C350	Oil satellite—single or multiwell with < 1 t/d sulphur inlet
C351	Bitumen satellite—single or multiwell with < 1 t/d sulphur inlet
C352	Line heater with > 1 t/d sulphur inlet
D400	Gas processing plant with > 1 t/d sulphur inlet (deemed non-routine application for new gas plants only)
D401	Gas fractionating plant with ≥ 1 t/d sulphur inlet
D410	Gas battery—single well with ≥ 1 t/d sulphur inlet
D411	Gas battery—multiwell with ≥ 1 t/d sulphur inlet
D420	Oil battery—single well with ≥ 1 t/d sulphur inlet
D421	Oil battery—multiwell with ≥ 1 t/d sulphur inlet
D430	Bitumen battery—single well with ≥ 1 t/d sulphur inlet
D431	Bitumen battery—multiwell with ≥ 1 t/d sulphur inlet
D440	Compressor station with ≥ 1 t/d sulphur inlet
D450	Oil satellite—single or multiwell with ≥ 1 t/d sulphur inlet
D451	Bitumen satellite—single or multiwell with ≥ 1 t/d sulphur inlet
D470	Line heater with ≥ 1 t/d sulphur inlet
E600	Gas processing plant with > 1 t/d sulphur inlet

Facility Routine—Attachments

Attachment	Description	Required	Types
Cover Letter	Application cover letter	Optional	.doc, .jpg, .pdf
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional	.doc, .xls, .pdf, .jpg, .tif, .gif
Plot Plan	Site specific plot plan	Required	.doc, .jpg, .pdf, .xls
Process Flow Diagram	Process flow diagram	Required	.doc, .jpg, .pdf, .xls
Self-disclosure	Explanation of why a self-disclosure is required, the events leading up to the application submission, and the action proposed/taken to ensure compliance	Required for all new and/or licence amendment applications if Schedule 1, <i>Self-disclosure</i> is Yes (see p. 14).	.doc, .jpg, .pdf, .xls

Facility nonroutine technical attachments

Attachment	Description	Required	Types
ACD Explanation	Explanation of why Alberta Community Development has not granted clearance	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 14a <i>"If Yes, Alberta Community Development has granted clearance for the facility site"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
ACD Information	Documentation demonstrating Alberta Community Development has granted clearance	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 14a <i>"If Yes, Alberta Community Development has granted clearance for the facility site"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Acid Gas Disposal Method Explanation	Technical discussion of the proposed acid gas disposal method	Required for new C300, C301, C302, D400, and/or licence amendment C300, C301, C302, D400, D401 and E600 applications if Schedule 2.3, Section 2, <i>Acid Gas Disposal Method</i> is Other (see p.71). Required for D400 and E600 applications if Schedule 2.3, Section 2, <i>Acid Gas Disposal Method</i> is selected (see p.71).	.doc, .jpg, .pdf, .xls
AENV Requirements	Description of SO ₂ /NO _x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO ₂ and NO _x modeling. Name of the dispersion model used. Breakdown of all sources of SO ₂ /NO _x	Required for new C300, D400, and E600 applications and licence amendment E600 applications. Required for new and/or licence amendment applications B category applications if Schedule 2, Section 6, Question 9 <i>"NO_x air emissions meet the Alberta Ambient Air Quality Guidelines"</i> is No (see p. 60). Required for new and/or licence amendment applications C and D category applications if Schedule 2, Section 6, Question 9 <i>"NO_x air emissions meet the Alberta Ambient Air Quality Guidelines"</i> is No (see p. 60) and/or Schedule 2.3, Section 3. Technical Information, Question 3 <i>"SO₂ air emissions meet the Alberta Ambient Air Quality Guidelines"</i> is No (see p. 73).	.doc, .jpg, .pdf, .xls
Cover Letter	Application cover letter	Optional for new and/or licence amendment applications.	.doc, .jpg, .pdf
CSA Standards Explanation	Explanation of why CSA requirements have not been met	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 3 <i>"The facility will meet all current and applicable CSA standards"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
CSA Standards Information	Description of how the CSA requirements have been met	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 3 <i>"The facility will meet all current and applicable CSA standards"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls

Attachment	Description	Required	Types
Emergency Response Plan	Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071 . If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.	Required for new C300, D400, and E600 applications and licence amendment E600 applications.	.doc, .gif, .jpg, .pdf, .xls
Equipment Spacing Explanation	Description of fluids involved and all sources of gaseous vapours. Description of how safety will not be compromised by a relaxation from the requirement, including safety assessment and response time for call out and resident map.	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 2 <i>"Equipment spacing requirements will be met"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
Flaring/Venting Explanation	Explanation of why the requirements of Directive 060 will not be met, supported by materials such as air quality dispersion modeling and equipment spacing	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 4a <i>"If YES, the gas flaring, incinerating, or venting will comply with the requirements of Guide 60"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
Directive 060 Material	Economic evaluation of gas conservation or an explanation of why the evaluation cannot be completed until the well test is complete, and a description of the plans to complete the evaluation after well testing	Required for all new C300 and D400 applications if Schedule 2, Section 6 Question 4a <i>"If YES, the gas flaring, incinerating, or venting will comply with the requirements of Directive 060"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Manufacturers Specifications	Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 12 <i>"The proposed facility will include compressors (new licence only)"</i> is Yes (see p. 60), and/or Question 13 <i>"The proposed facility will include pumps (new licence only)"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Material Balance	Written description of the proposed process at the facility. An explanation of any differences between design rates applied for and those from the material balance.	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional for all new and/or licence amendment applications	.doc, .jpg, .pdf, .xls
Noise Impact Assessment	Copy of the noise impact assessment	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 5 <i>"The facility meets the ERCB Noise Control Directive requirements"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls

Attachment	Description	Required	Types
Noise Impact Explanation	A copy of the noise impact assessment and an explanation of why the noise requirements will not be met. Discussion of the mitigative measures proposed or a discussion of why mitigative measures are not practical.	Required for new and/or licence amendment C, D, and E category applications if Schedule 2, Section 6, Question 5 " <i>The facility meets the ERCB Noise Control Directive requirements</i> " is No (see p. 60).	.doc, .jpg, .pdf, .xls
Participant Involvement Package	Public disclosure and consultation documentation	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
P. I. Investigation Map	Map detailing the radius of investigation for the Participant Investigation program requirements	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.jpg, .pdf
Plot Plan	Site specific plot plan	Required for all new and/or licence amendment applications	.doc, .jpg, .pdf, .xls
Process Flow Diagram	Process flow diagram and description of the proposed process	Required for new and/or licence amendment applications	.doc, .jpg, .pdf, .xls
Production Measurement Explanation	Explanation of why the measurement requirements will not be met and a proposed alternative	Required for all new and/or licence amendment applications if Schedule 2, Section 6, Question 8 " <i>ERCB production measurement requirements will be met</i> " is No (see p. 60).	.doc, .jpg, .pdf, .xls
Production Measurement Information	A list and location of each meter proposed. Documentation to confirm that the measurement/estimation procedures for flared, incinerated, and vented volumes meet the requirements of Directive 060 .	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 8 " <i>ERCB production measurement requirements will be met</i> " is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Proliferation Explanation	For new Category C300, D400, and E600 plants, an explanation of why a proliferation review was not conducted	Required for new C300, D400, and E600 applications if Schedule 2.2, Section 3, Question 1 " <i>A sour gas proliferation review has been conducted in accordance with ID 2001-03 Sulphur Recovery Guidelines for the Province of Alberta</i> " is No (see p. 69).	.doc, .jpg, .pdf, .xls
Proliferation Information	For new Category C300, D400 and E600 plants, the results of the feasibility evaluation of existing plants	Required for new C300, D400, and E600 applications if Schedule 2.2, Section 3, Question 1 " <i>A sour gas proliferation review has been conducted in accordance with ID 2001-03 Sulphur Recovery Guidelines for the Province of Alberta</i> " is Yes (see p. 69).	.doc, .jpg, .pdf, .xls
Self-disclosure	Explanation of why a self-disclosure is required, the events leading up to the application submission, and the action proposed/taken to ensure compliance	Required for all new and/or licence amendment applications if Schedule 1, <i>Self-disclosure</i> is Yes (see p. 14).	.doc, .jpg, .pdf, .xls

Attachment	Description	Required	Types
Sour Setback Explanation	Input parameters to calculate the highest level of Category D pipeline. Pipeline licence and line number for the pipeline that determined the required setback. Explanation of why the setbacks cannot be met. Pipeline map showing ESD and check valve locations.	Required for new and/or licence amendment C, D, and E category applications if Schedule 2.3, Section 3, Question 1 " <i>Sour setback requirements have been met</i> " is No (see p. 73).	.doc, .jpg, .pdf, .xls
Sour Setback Information	Input parameters used to calculate the highest level of Category D pipeline associated with the facility. Pipeline licence and line number for the pipeline that determined the required setback. Pipeline map showing ESD and check valve locations.	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2.3, Section 3, Question 1 " <i>Sour setback requirements have been met</i> " is Yes (see p. 73).	
Storage Requirement Explanation	Explanation of why the storage requirements will not be met and a description of alternative storage methods. Discussion of how the environment will not be compromised by a relaxation of the requirements.	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 6 " <i>ERCB storage requirements will be met</i> " is No (see p. 60).	
Storage Requirements Information	Size and type of storage tank(s) proposed. Description of design and construction, leak detection, secondary containment, and weather protection for each tank proposed.	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 6 " <i>ERCB storage requirements will be met</i> " is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Substance Analysis	Wellhead or inlet analysis representative of facility inlet	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Sulphur Recovery Method Explanation	Technical discussion of the proposed sulphur recovery process	Required for new and/or licence amendments for E600 applications if Schedule 2.3, Section 2, <i>Sulphur Recovery Process</i> is Other (see p. 71).	.doc, .jpg, .pdf, .xls
Sulphur Recovery Requirements	Explanation of how the facility meets the current sulphur recovery requirements	Required for new and/or licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Topographic Map	Topographic map (if terrain is the cause)	Required for all new and/or licence amendment applications if Schedule 2, Section 6, Question 2 " <i>Equipment spacing requirements will be met</i> " is No (see p. 60).	.doc, .jpg, .pdf

Attachment	Description	Required	Types
Total Continuous Emission Rates	Breakdown of NO _x , CO ₂ , and continuous sulphur emission sources. For facilities with NO _x emissions < 16 kg/h, the input parameters and predicted normal and maximum ground-level concentration of NO _x . A copy of the AENV approval or registration number.	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Vapour Recovery Explanation	Explanation of why vapour recovery will not be installed. Discussion of mitigative measures to ensure off-lease odours do not occur. Map showing proximity of residents.	Required for new and/or licence amendment C, D, and E category applications if Schedule 2.3, Section 3, Question 2 " <i>A method to recover vapours will be implemented</i> " is No (see p. 73).	.doc, .jpg, .pdf, .xls
Vapour Recovery Information	For facilities with H ₂ S > 10 mol/kmol, a description of the method proposed to handle stock tank vapours. For Category C, D, and E facilities, a description of how off-lease odours will be controlled during the transfer and transport of fluids containing H ₂ S.	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2.3, Section 3, Question 2 " <i>A method to recover vapours will be implemented</i> " is Yes (see p. 73).	.doc, .jpg, .pdf, .xls

Facility nonroutine PI attachments

Attachment	Description	Required	Types
ACD Explanation	Explanation of why Alberta Community Development has not granted clearance	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 14a <i>"If Yes, Alberta Community Development has granted clearance for the facility site"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
ACD Information	Documentation demonstrating Alberta Community Development has granted clearance	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 14a <i>"If Yes, Alberta Community Development has granted clearance for the facility site"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Acid Gas Disposal Method Explanation	Technical discussion of the proposed acid gas disposal method	Required for new C300, C301, C302, D400, and/or licence amendment C300, C301, C302, D400, D401 and E600 applications if Schedule 2.3, Section 2, <i>Acid Gas Disposal Method</i> is Other (see p. 71). Required for D400 and E600 applications if Schedule 2.3, Section 2, <i>Acid Gas Disposal Method</i> is selected (see p. 71).	.doc, .jpg, .pdf, .xls
AENV Requirements	Description of SO ₂ /NO _x exceedences. Schematic diagram or description of stack. Input parameters and the predicted normal maximum ground-level concentration for SO ₂ and NO _x modeling. Name of the dispersion model used. Breakdown of all sources of SO ₂ /NO _x	Required for new C300, D400, and E600 applications and licence amendment E600 applications. Required for new and/or licence amendment applications B category applications if Schedule 2, Section 6, Question 9 <i>"NO_x air emissions meet the Alberta Ambient Air Quality Guidelines"</i> is No (see p. 60). Required for new and/or licence amendment applications C and D category applications if Schedule 2, Section 6, Question 9 <i>"NO_x air emissions meet the Alberta Ambient Air Quality Guidelines"</i> is No (see p. 60) and/or Schedule 2.3, Section 3. Technical Information, Question 3 <i>"SO₂ air emissions meet the Alberta Ambient Air Quality Guidelines"</i> is No (see p. 73).	.doc, .jpg, .pdf, .xls
Consultation and Notification	Detailed explanation of why consultation and notification requirements have not been met, including a chronology of the Participant Involvement program and discussion of mitigative measures taken	Required if Schedule 2, Section 2, Question 1 <i>Public or Industry</i> is No (see p. 50).	.doc, .jpg, .pdf
Cover Letter	Application cover letter	Optional for new and/or licence amendment applications.	.doc, .jpg, .pdf

Attachment	Description	Required	Types
CSA Standards Explanation	Explanation of why CSA requirements have not been met	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 3 <i>"The facility will meet all current and applicable CSA standards"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
CSA Standards Information	Description of how the CSA requirements have been met	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 3 <i>"The facility will meet all current and applicable CSA standards"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Emergency Response Plan	Statement of confirmation that a corporate or specific plan has been submitted to ERCB Operations in accordance with Directive 071 . If applicable, submit a copy of pre-approved EPZ issued by ERCB Operations.	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .gif, .jpg, .pdf, .xls
Equipment Spacing Explanation	Description of fluids involved and all sources of gaseous vapours. Description of how safety will not be compromised by a relaxation from the requirement, including safety assessment and response time for call out and resident map.	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 2 <i>"Equipment spacing requirements will be met"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
Flaring/Venting Explanation	Explanation of why the requirements of Directive 060 will not be met, supported by materials such as air quality dispersion modeling and equipment spacing	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 4a <i>"If YES, the gas flaring, incinerating, or venting will comply with the requirements of Directive 060"</i> is No (see p. 60).	.doc, .jpg, .pdf, .xls
Directive 060 Material	Economic evaluation of gas conservation or an explanation of why the evaluation cannot be completed until the well test is complete, and a description of the plans to complete the evaluation after well testing	Required for all new C300 and D400 applications if Schedule 2, Section 6 Question 4a <i>"If YES, the gas flaring, incinerating, or venting will comply with the requirements of Directive 060"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Manufacturers Specifications	Manufacturer specifications to confirm emission ratings, type of driver, and size of compressor/pump	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 12 <i>"The proposed facility will include compressors (new licence only)"</i> is Yes and/or Question 13 <i>"The proposed facility will include pumps (new licence only)"</i> is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Material Balance	Written description of the proposed process at the facility. An explanation of any differences between design rates applied for and those from the material balance.	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls

Attachment	Description	Required	Types
Miscellaneous	Any additional information, e.g., pool, area and/or project development plan	Optional for all new and/or licence amendment applications	.doc, .jpg, .pdf, .xls
Noise Impact Assessment	Copy of the noise impact assessment	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 5 " <i>The facility meets the ERCB Noise Control Directive requirements</i> " is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Noise Impact Explanation	A copy of the noise impact assessment and an explanation of why the noise requirements will not be met. Discussion of the mitigative measures proposed or a discussion of why mitigative measures are not practical.	Required for new and/or licence amendment C, D, and E category applications if Schedule 2, Section 6, Question 5 " <i>The facility meets the ERCB Noise Control Directive requirements</i> " is No (see p. 60).	.doc, .jpg, .pdf, .xls
Participant Involvement Package	Public disclosure and consultation documentation	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
P. I. Investigation Map	Map detailing the radius of investigation for the Participant Investigation program requirements	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.jpg, .pdf
Plot Plan	Site specific plot plan	Required for all new and/or licence amendment applications	.doc, .jpg, .pdf, .xls
Process Flow Diagram	Process flow diagram and description of the proposed process	Required for new and/or licence amendment applications	.doc, .jpg, .pdf, .xls
Production Measurement Explanation	Explanation of why the measurement requirements will not be met and a proposed alternative	Required for all new and/or licence amendment applications if Schedule 2, Section 6, Question 8 " <i>ERCB production measurement requirements will be met</i> " is No (see p. 60).	.doc, .jpg, .pdf, .xls
Production Measurement Information	A list and location of each meter proposed. Documentation to confirm that the measurement/estimation procedures for flared, incinerated, and vented volumes meet the requirements of Directive 060 .	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 8 " <i>ERCB production measurement requirements will be met</i> " is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Proliferation Explanation	For new Category C300, D400, and E600 plants, an explanation of why a proliferation review was not conducted	Required for new C300, D400, and E600 applications if Schedule 2.2, Section 3, Question 1 " <i>A sour gas proliferation review has been conducted in accordance with ID 2001-03 Sulphur Recovery Guidelines for the Province of Alberta</i> " is No (see p. 69).	.doc, .jpg, .pdf, .xls
Proliferation Information	For new Category C300, D400 and E600 plants, the results of the feasibility evaluation of existing plants	Required for new C300, D400, and E600 applications if Schedule 2.2, Section 3, Question 1 " <i>A sour gas proliferation review has been conducted in accordance with ID 2001-03 Sulphur Recovery Guidelines for the Province of Alberta</i> " is Yes (see p. 69).	.doc, .jpg, .pdf, .xls

Attachment	Description	Required	Types
Self-disclosure	Explanation of why a self-disclosure is required, the events leading up to the application submission, and the action proposed/taken to ensure compliance	Required for all new and/or licence amendment applications if Schedule 1, <i>Self-disclosure</i> is Yes (see p. 14).	.doc, .jpg, .pdf, .xls
Sour Setback Explanation	Input parameters to calculate the highest level of Category D pipeline. Pipeline licence and line number for the pipeline that determined the required setback. Explanation of why the setbacks cannot be met. Pipeline map showing ESD and check valve locations.	Required for new and/or licence amendment C, D, and E category applications if Schedule 2.3, Section 3, Question 1 " <i>Sour setback requirements have been met</i> " is No (see p. 73).	.doc, .jpg, .pdf, .xls
Sour Setback Information	Input parameters used to calculate the highest level of Category D pipeline associated with the facility. Pipeline licence and line number for the pipeline that determined the required setback. Pipeline map showing ESD and check valve locations.	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2.3, Section 3, Question 1 " <i>Sour setback requirements have been met</i> " is Yes (see p. 73).	
Storage Requirement Explanation	Explanation of why the storage requirements will not be met and a description of alternative storage methods. Discussion of how the environment will not be compromised by a relaxation of the requirements.	Required for new and/or licence amendment applications if Schedule 2, Section 6, Question 6 " <i>ERCB storage requirements will be met</i> " is No (see p. 60).	
Storage Requirements Information	Size and type of storage tank(s) proposed. Description of design and construction, leak detection, secondary containment, and weather protection for each tank proposed.	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2, Section 6, Question 6 " <i>ERCB storage requirements will be met</i> " is Yes (see p. 60).	.doc, .jpg, .pdf, .xls
Substance Analysis	Wellhead or inlet analysis representative of facility inlet	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Sulphur Recovery Method Explanation	Technical discussion of the proposed sulphur recovery process	Required for new and/or licence amendments for E600 applications if Schedule 2.3, Section 2, <i>Sulphur Recovery Process</i> is Other (see p. 71).	.doc, .jpg, .pdf, .xls
Sulphur Recovery Requirements	Explanation of how the facility meets the current sulphur recovery requirements	Required for new and/or licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Topographic Map	Topographic map (if terrain is the cause)	Required for all new and/or licence amendment applications if Schedule 2, Section 6, Question 2 " <i>Equipment spacing requirements will be met</i> " is No (see p. 60).	.doc, .jpg, .pdf

Attachment	Description	Required	Types
Total Continuous Emission Rates	Breakdown of NO _x , CO ₂ , and continuous sulphur emission sources. For facilities with NO _x emissions < 16 kg/h, the input parameters and predicted normal and maximum ground-level concentration of NO _x . A copy of the AENV approval or registration number.	Required for new C300, D400, and E600 applications and licence amendment E600 applications	.doc, .jpg, .pdf, .xls
Vapour Recovery Explanation	Explanation of why vapour recovery will not be installed. Discussion of mitigative measures to ensure off-lease odours do not occur. Map showing proximity of residents.	Required for new and/or licence amendment C, D, and E category applications if Schedule 2.3, Section 3, Question 2 " <i>A method to recover vapours will be implemented</i> " is No (see p. 73).	.doc, .jpg, .pdf, .xls
Vapour Recovery Information	For facilities with H ₂ S > 10 mol/kmol, a description of the method proposed to handle stock tank vapours. For Category C, D, and E facilities, a description of how off-lease odours will be controlled during the transfer and transport of fluids containing H ₂ S.	Required for new C300, D400, and E600 applications and licence amendment E600 applications if Schedule 2.3, Section 3, Question 2 " <i>A method to recover vapours will be implemented</i> " is Yes (see p. 73).	.doc, .jpg, .pdf, .xls

Appendix 1: IAR Query

Use IAR Query to monitor the status of the application while it is being processed at the ERCB. You can view information about applications by entering Application Query parameters.

Click here or here to open the IAR Query window.

The screenshot shows a web browser window titled "ERCB/AUC Digital Data Submission Web - Microsoft Internet Explorer". The page displays the "Digital Data Submission (DDS) System" interface. On the left is a navigation menu with links like "ERCB HOME", "AUC HOME", "DDS HELP", and "HIDE MENU". Below these are links for "Test Environment (TSTWEB)", "User: eschultz", "bryan.schultz@ercb.gov.ab.ca", and "Albana Energy And Utilities Board". A "Log off" button is also present. The main content area is titled "Integrated Application Registry Application Query". It contains various input fields for searching applications, including "Application Number", "Alternate Reference Number", "Regulatory Approval or Decision Report Number", "Registration Date Range" (From and To), "Disposition Date Range" (From and To), "Group", "Electric Facility Number", "Application Category", "Application Type", "Company Code", "Company Name", "Person/Previous Co. Name", "Application Status", "Field", "Area", "Pool", and "Deposit". There are also "Search" and "Clear Form" buttons. At the bottom, there are "LSD", "Sec", "Twp", "Rge", and "Mer" fields for location selection, with "Northwest Location" and "Southeast Location" labels. The status bar at the bottom indicates "DDS Administration" and "Local intranet".

How to enter search criteria

You can enter a combination of search conditions to locate specific applications. The following rules apply:

If you search by Application Number, you must enter the complete number.

You can enter partial information to search by in the Electric Facility Number, Person/Previous Co. Name, Field, Pool, Area, and Deposit criteria fields.

If you search by application registration or disposition date range, the To Date must be after the From Date.

Make the From Date and the To Date the same to search for applications for a certain day.

If you only enter only a From Date, you are searching for applications registered on and after that date. The From Date cannot be in the future.

If you enter only a To Date, you are searching for applications registered before and on that date.

Location rules:




If LSD is entered, you must also enter Section, Township, Range, and Meridian.

If Section is entered, you must also enter Township, Range, and Meridian.

If Township is entered, you must also enter Range and Meridian.

Application Query

Enter any or a combination of the following search conditions:

Field	Description
Application Number	Enter the complete application number.
Alternate Reference Number	Enter the complete alternate reference number. (This is an alternate number to identify an application. It could be a number previously assigned by the applicant or the Natural Resources Conservation Board (NRCB). It could also be an old Oil Application Registry (OAS) or Utilities file number.)
Regulatory Approval or Decision Report Number	Enter either the ERCB or AUC Approval or Decision Report Number.
Registration Date Range	Click  to open a calendar to enter From and To Disposition Dates to search for applications. See Calendar , p. 119 for instructions about entering dates.
Disposition Date Range	Click  to open a calendar to enter From and To Disposition Dates to search for applications.
Registration Date Range	From the drop-down list, select the group processing the application.
Electric Facility Number	Enter the number assigned to an electric facility before it is received at the AUC as an application. (You can enter partial information to search by.)
Application Category	From the drop-down list, select the application category. Examples are Well - Routine or Pipeline.
Application Type	From the drop-down list, select the type of application. An example is B140.
Company Code	Enter the complete Business Associate code assigned to the company by Corporate Compliance. This is automatically filled when you select a valid company name. Click  to help to locate the correct name. See Find Company , p. 120, for instructions about the <i>Find Company</i> input window.
Company Name	Enter the company name of an applicant.
Person/Previous Co. Name	Enter the legacy name for a company that does not have a Business Associate code assigned to the company. (You can enter partial information to search by.)
Application Status	From the drop-down list, select the application status.
Northwest Location	Enter the LSD. Valid values are 1 - 16. Enter the Section. Valid values are 1 - 36. Enter the Township. Valid values are 1-126. Enter the Range. Valid values are 1- 30. Enter the Meridian. Valid values are 4-6.
Southeast Location	Enter the LSD. Valid values are 1 - 16. Enter the Section. Valid values are 1 - 36. Enter the Township. Valid values are 1-126. Enter the Range. Valid values are 1- 30. Enter the Meridian. Valid values are 4-6.

Field	Description
Field	Enter the application field. (You can enter partial information to search by.) A field is a geographical area used to group hydrocarbon accumulations, defined by pools, into a single administrative unit. The field name generally refers to a nearby geographic feature, such as a town or lake.
Area	Enter the application area. (You can enter partial information to search by.) An area is a geographical area defined for the administration of bitumen (oil sands) reserves or coal areas. The name generally refers to a nearby geographic feature, such as a town or lake.
Pool	Enter the application pool. (You can enter partial information to search by.) A pool is an area defined for administrative and legal purposes that describes the location and extent of a conventional hydrocarbon reserve.
Deposit	Enter the application deposit. (You can enter partial information to search by.) A deposit is a subsurface area defined for administrative and legal purposes that describes the location and extent of a bitumen or coal deposit. A deposit can involve a range of formations, unlike a pool, which is generally restricted to a single, isolated formation.

Click **Search** to apply the criteria and list the results that match in the Application Query results window.

Click **Clear Form** to clear the criteria shown and enter new ones.

Calendar

Click the < and > arrows to move the date backward and forward one month respectively.

Select a day to enter the date in the IAR Query field.

Select the month and year from the drop-down lists.

January 2008

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2


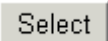
January 2008

Close Calendar Clear

Find Company






1. Enter as much of the company name as you know. Use the % wildcard character to help search if required. You can also enter the company Business Associate (BA) code. Examples are:

Company Name	To Get
PA	<u>P</u> ARKS CANADA , <u>P</u> ATCHY PET., <u>P</u> AGER LTD.
%WEST	<u>W</u> ESTERN EXP, CANADA <u>W</u> EST CO. GOLDEN <u>W</u> EST
Company Code	To Get
06AB	<u>06</u> AB (PA22 COMPANY INC.)
06%	All BA codes that start with 06; for example <u>06</u> 01, <u>06</u> AB.


2. Click  to show companies that match the criteria entered.
3. Click  beside the company you want to search for. The BA ID is entered in the Company Code field in the main Application Query window.



Application Query Results

View the following application query results:

Field	Description
	Select to view 10, 20, 50, or 100 result listings per page. (The page is automatically resized.)
	Re-open the Application Query find window to enter additional search parameters.
	Re-open the Application Query find window and enter a new set of search parameters.
	Open the next page of query result listings.
	Open the Query Results detail window for the current application.
App#	The application number
Alt#	The alternate reference number for an application. This could be the number an applicant has assigned or an old application number from a data migration
Status	The most recent status of the application
Primary Applicant	The name of the primary applicant
Registered	The date the application was registered with the ERCB/AUC.
Category	The application category
Type	The application type
Location	The application location

Query Result Details





Click  in the Application Query Results window to see the following application details:

Field	Description
Group	The Group responsible for processing the application
Status	The current status of the application (updated nightly)
Application Number	The number that uniquely identifies an application
Primary Applicant	The name of the person or company indicated as the primary applicant on the application
	Click this to return to the Application Query results list window.
	Click this to return to the Application Query find window.
Applicant Contact	The applicant contact name, phone number, and e-mail address
ERCB/AUC Contact	The name, phone number, and e-mail address of the ERCB/AUC contact for the application
Description	The general description of the application
Location	The DLS location description for the application
Application Types	
Application Type	The type of application
Application Category	The category of application
Location	The DLS location of the application
Approval Number	The ERCB/AUC application Approval Number, if issued
Issued	The ERCB/AUC application Approval Number, if issued
Approval Type	The type of Regulatory Approval
Electric Facility #	The number assigned to an electric facility before it is received at the AUC as an application.
Status History	
Status	The most recent status followed by sequentially earlier statuses
Start Date	The start date for the status
Deadline Date	The deadline date for the status if applicable
End Date	The end date of the status
Field/Pool/Area/Deposit (only shown if data available)	
Field/Pool	The application field and pool
Area/Deposit	The application area and deposit
Alternate Application Reference (only shown if data available)	
Application Number	The alternate reference number for an application. This could be the number an applicant has assigned or an old application number from a data migration
Number Type	Examples are Applicant_Number, Old_Oil_Number, NRCB, Utilities_File_Num. See Application Query , p. 118.

Field	Description
Other Applicants (only shown if data available)	
Applicant Name	The name of any other persons or companies listed as an applicant on the application.
Contact Name	The name of the contact person or persons for the additional applicants listed on the application
Applicant Role	The role of the additional applicants on the application. The role may be "Co-Applicant," "Consultant," or "Law Firm." If the application type is "Licence Transfer," the other applicant did not submit the application, and is either the "Licence Transferor" or "Licence Transferee"
Contact Phone	The phone number of the contact person or persons for the additional applicant contacts listed on the application
Contact E-mail	The e-mail address of the contact person or persons for the additional applicant contacts listed on the application
Application Documents (Only applications submitted using EAS are shown. Documents are available on the Web 30 days from the date the disposition was issued.)	
	View the application documents.
View Attachments	Click this to open a window with a list of non-confidential attachments. Click the attachment type to view it.
View Disposition Documents	Click this to view a list of the disposition documents; for example, a well licence. Click the (disposition) attachment type to view it.

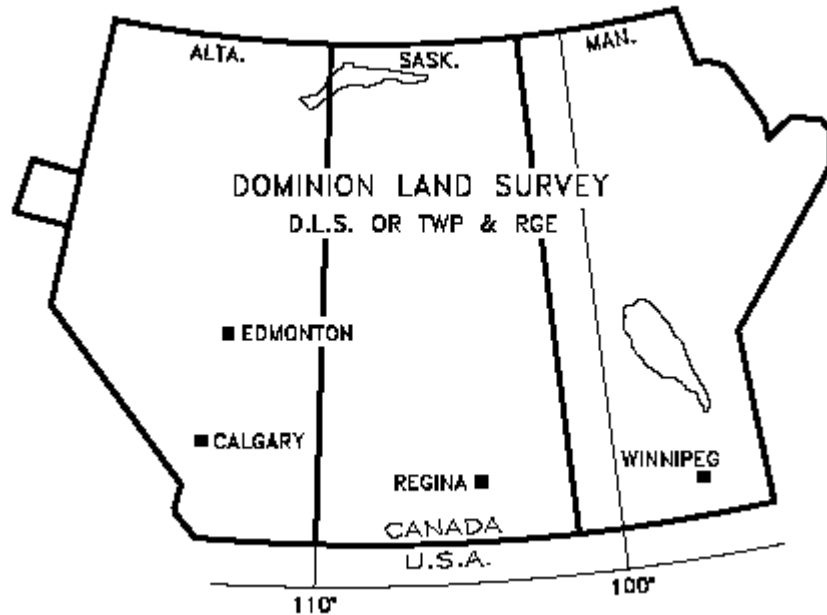
Application Documents

Use the filters to select related application documents, and view the application type, attachment type and description, date and size in the fields below. If no filters are entered all related application documents are shown.

Field	Description
Filters	
Application Type	From the drop-down list, select a type for this application.
Attachment Type	From the drop-down list, select an attachment type.
Attachment Description	Enter a word or string of words to select for.
From	Click  to enter the From Date to search for.
To	Click  to enter the To Date to search for.
	Click to apply the filters entered.
	Reset the page displaying all application attachments.
Application Documents (Click the arrows to sort by column ascending or descending respectively)	
Application Type	The type of application
Attachment Type	The type of attachment. Click the link to view the attachment.
Attachment Description	The description of the attachment
Date	The application document date
Size	The application document size

Appendix 2: Enter a DLS location

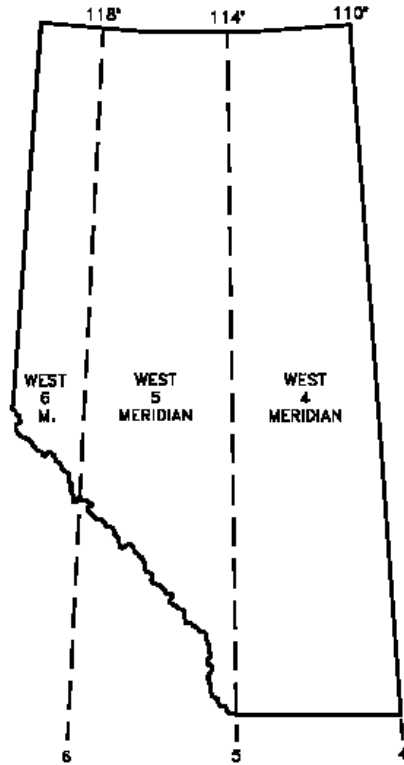
The legal survey location component for Alberta is the Dominion Land Survey (DLS) system that is used in Alberta, Saskatchewan, Manitoba, and a portion of British Columbia.



Enter the DLS location according to the following rules.

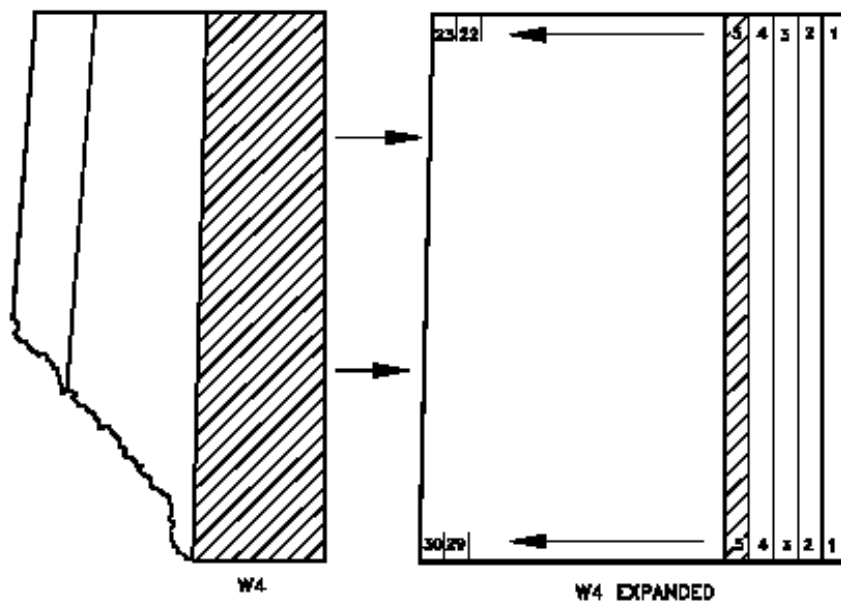
Meridian

- The province of Alberta is subdivided into three areas defined by the meridians of longitude referred to as west (W) of the 4th, 5th, and 6th meridians.
- Valid values are W4, W5, W6.
- Meridian is required if Township is entered.



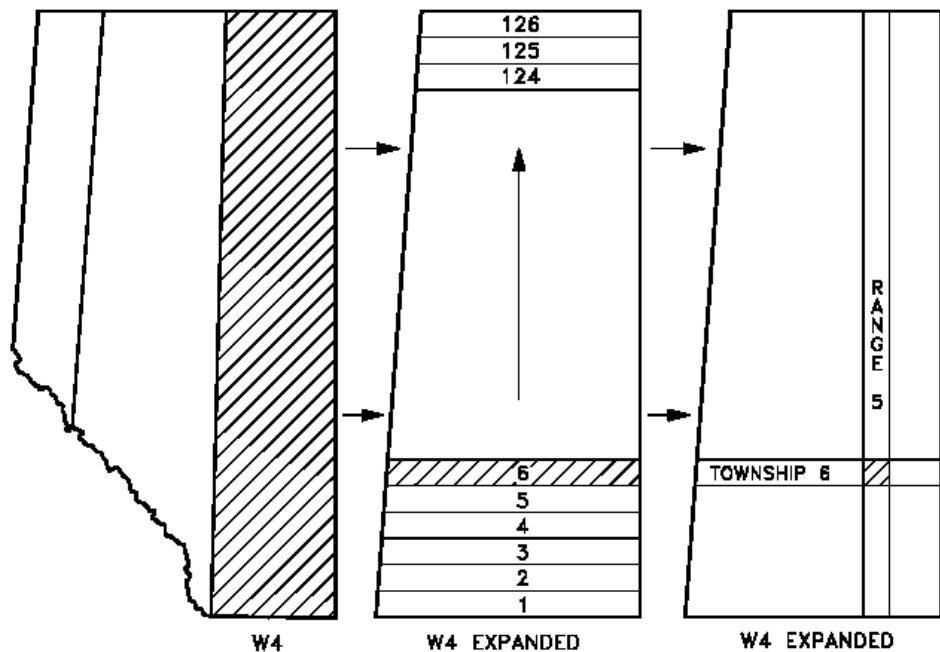
Range

- Each meridian area (i.e., W4, W5, and W6) subdivides into ranges. A range measures 9.7 km (6 miles) east to west.
- Valid values are 1-30 for W4 and W5; 1-14 for W6.
- Range is required if Township is entered.



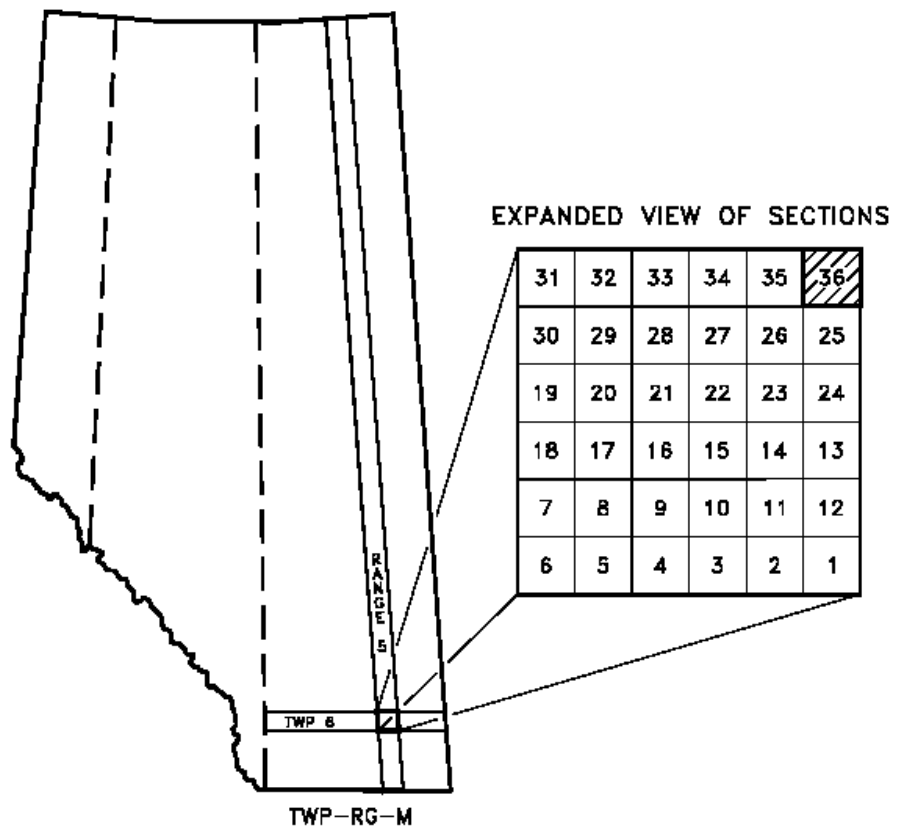
Township

- Each area west of a meridian subdivides north-south into townships. Townships are numbered 001-126. A township measures 9.7 km (6 miles) north to south.
- Valid values are 001-126.
- Township is required if Meridian is entered.



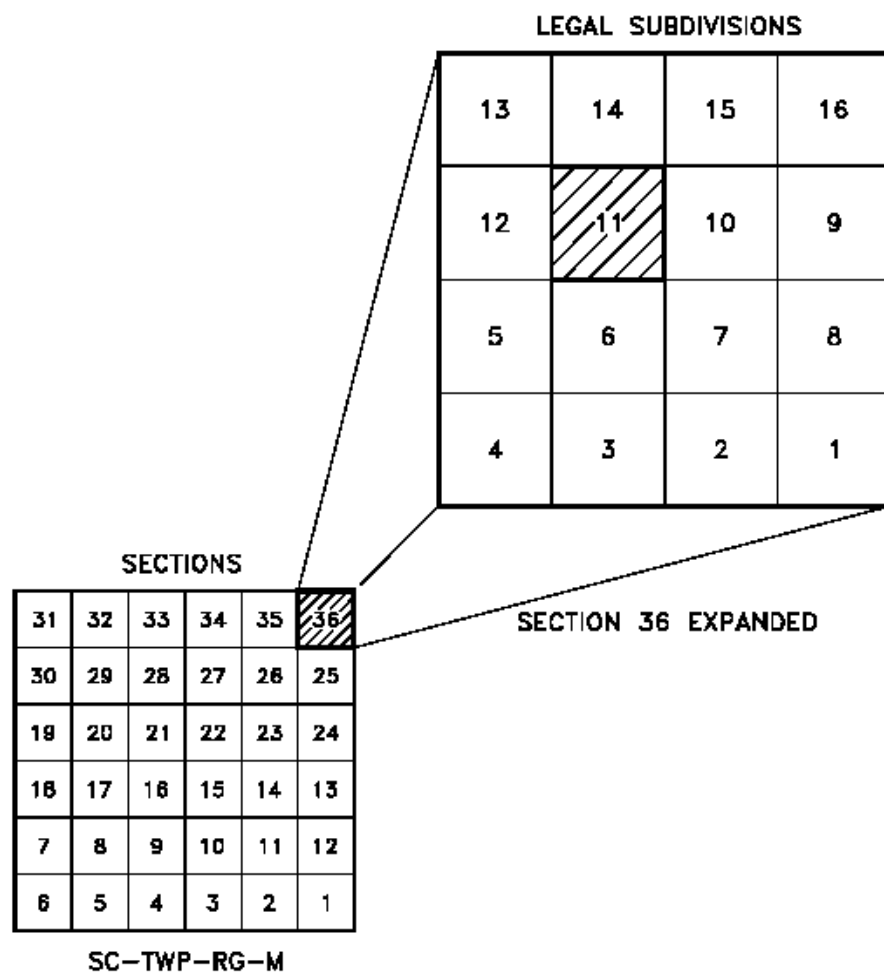
Section

- After township, range, and meridian have been located for a drillhole, the next portion of the DLS is the section. Sections are numbered 1-36. A section measures 1.609 km by 1.609 km (1 mile by 1 mile).
- Valid values are 01-36.
- Section is required if Township is entered.



LSD

- A section is divided into legal subdivisions. LSDs are numbered 1-16. An LSD measures 402 m by 402 m. (1320 feet by 1320 feet).
- Valid values are 01-16.
- LSD is required if Township is entered.



LE

The location exception code is used to identify cases where there is more than one drillhole on the smallest land area described by the DLS system. That is, the location exception code describes more than one drill hole in a legal subdivision. In addition, the location exception is generally used to describe the sequence that drillholes were drilled in the legal subdivision.

SS	LE		LSD		SC		TWP			RG		W	M	P	ES
1	0	2	1	1	3	6	0	0	6	0	5	W	4		

This example illustrates the second hole drilled in LSD 11-36-006-05W4.

ES

The Event Sequence code is a one-character code showing the chronological sequence of a significant drilling and/or completion operation of a drillhole that yields a separate and unique set of geological or production data.

0-9

1 is not used

SS	LE		LSD		SC		TWP			RG		W	M	P	ES
1	0	2	1	1	3	6	0	0	6	0	5	W	4		2

This example illustrates a second event in the second drillhole in LSD 02/11-36-006-05W4/2.

Appendix 3: Alberta Township Survey (ATS) Grid

The Alberta Township System (ATS) program maintains a record of the geographical positions of monuments and governing points in the Alberta Township Survey System. The ATS coordinate file is a digital data file containing geographical coordinates for every governing quarter section in the province of Alberta.

Application location information must be referenced to the NAD83 datum and the ATS March 2005 Grid.

Data sets affected are:

- General Well Data File
- Drilling Well Data File
- Coal Hole Data File

Implications

- The latitude and longitude submitted with an application are kept with the application on the Application table. EAS calculates the latitude and longitude using the NAD83 datum and the ATS March 2005 Grid and stores the information on the Well License table. This calculated latitude/longitude is then replicated to all other related tables and shown in IAR.
- Amendments use latitude and longitudes from the Application table.
- All locations previously calculated from metes and bounds descriptions have been recalculated.
- A 2 section buffer has been built at the Alberta BC Border to specifically address some issues with coal data with B.C. locations.

Appendix 4: Facility Category Type and minimum consultation and notification requirements

Category	Name	Type	Description	Personal consultation and confirmation of nonobjection	Notification
B	Facilities < 0.01 mol/kmol H ₂ S in inlet stream	001	Exempt single well facility	<ul style="list-style-type: none"> Landowner and occupants Residents within 0.3 km 	<ul style="list-style-type: none"> Crown disposition holders Local authority
		010	Gas processing plant	<ul style="list-style-type: none"> Landowner and occupants Residents within 0.5 km 	<ul style="list-style-type: none"> Crown disposition holders Local authority Landowners, occupants and urban authorities within 1.5 km
		011	Gas fractionating plant		
		020	Gas battery—multiwell		
		030	Oil battery—multiwell		
		031	Bitumen battery—multiwell		
		040	Compressor station		
		070	Oil satellite—multiwell	<ul style="list-style-type: none"> Landowner and occupants 	<ul style="list-style-type: none"> Crown disposition holders
		071	Bitumen satellite—multiwell		
		080	Custom treating facility	<ul style="list-style-type: none"> Landowner and occupants Residents within 0.5 km 	<ul style="list-style-type: none"> Crown disposition holders Local authority Landowners, occupants and urban authorities within 1.5 km
		090	Injection/disposal facility—water		
		091	Injection/disposal facility—EOR		
		200	Straddle plant		
C	Facilities < 1 t/d sulphur inlet	300	Gas processing plant (deemed nonroutine application for new gas plants only)	<ul style="list-style-type: none"> Landowner and occupants Residents within 1.5 km 	<ul style="list-style-type: none"> Crown disposition holders Local authorities of surface location Landowners, occupants and urban authorities within 2.0 km
		301	Gas fractionating plant		
		302	Straddle plant		
		310	Gas battery—single well		
		311	Gas battery—single well		
		320	Oil battery—single well		
		321	Oil battery—multiwell		
		330	Bitumen battery—single well		
		331	Bitumen battery—multiwell		
		340	Compressor station		
		350	Oil satellite—single or multiwell	<ul style="list-style-type: none"> Landowner and occupants 	<ul style="list-style-type: none"> Crown disposition holders
		351	Bitumen satellite—single or multiwell		

Category	Name	Type	Description	Personal consultation and confirmation of nonobjection	Notification
D	Facilities > 1 t/d sulphur inlet	400	Gas processing plant (deemed nonroutine application for new gas plants only)	<ul style="list-style-type: none"> • Landowner and occupants • Residents within 1.5 km 	<ul style="list-style-type: none"> • Crown disposition holders • Local authorities of surface location • Landowners, occupants and urban authorities within 3.0 km
		401	Gas fractionating plant		
		410	Gas battery—single well		
		411	Gas battery—multiwell		
		420	Oil battery— single well		
		421	Oil battery—multiwell		
		430	Bitumen battery—single well		
		431	Bitumen battery—multiwell		
		440	Compressor station		
		450	Oil satellite—single or multiwell	<ul style="list-style-type: none"> • Landowner and occupants 	<ul style="list-style-type: none"> • Crown disposition holders
		451	Bitumen satellite—single or multiwell		
E	Sulphur recovery facilities	600	Gas processing plant (deemed nonroutine)	<ul style="list-style-type: none"> • Landowner and occupants • Residents within 1.5 km 	<ul style="list-style-type: none"> • Crown disposition holders • Local authorities of surface location • Landowners, occupants and urban authorities within 5.0 km

Appendix 5: Facility Licence Amendments

Only facilities that have an existing ERCB facility licence number can be amended.

Licence amendment applications should be submitted based upon the criteria list in [Directive 056](#).

These tables are explained below.

These are the licence amendments listed in 4. Application type on [Schedule 2 – Facility Licence Application](#) (p. 52).

Licence Amendment Number	Description
1	Change category and/or type of existing licensed facility
2	Install/remove compression
3	Change maximum licensed inlet rates
4	Change H ₂ S content of inlet gas
5	Install/remove injection/disposal pumps
6	Change product /product recovery rates
7	Add regenerative sweetening
8	Add nonregenerative sweetening
9	Change maximum continuous sulphur emissions
10	Extend expiry date
11	Change status to permanent
12	Add new flare/incinerator stack
13	Increase sulphur recovery efficiency
14	Decrease sulphur recovery efficiency
15	Change in acid gas disposal method
16	Degrandfather sulphur recovery facility

Certain licence amendment types cannot be combined with other licence amendment types. In the following table, all combinations except those marked X are allowed.

	Licence Amendment (LA) Type																	
Licence Amendment (LA) Type		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
	1										X	X						
	2										X	X						
	3										X	X						
	4										X	X						
	5										X	X						
	6										X	X						
	7										X	X						
	8										X	X						
	9										X	X						
	10	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X
	11	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X
	12											X	X					
	13											X	X					
	14											X	X					
	15											X	X					
16											X	X						

This table may be read from the top or the side.

You can combine the licence amendment types **2** (Install/remove compression) and **3** (Change maximum licensed inlet rates).

You cannot combine the licence amendment types **2** (Install/remove compression) and **10** (Extend expiry date).

	1	2	3	4
1				
2				
3				
4				
5				
6				
7				
8				
9				
10	X	X	X	X
11	X	X	X	X

Some amendment types cannot be used for certain facilities based on the facility's Energy Development Category Type (EDCT).

EDCT Codes

(see [Appendix 4: Facility Category Type and minimum consultation and notification requirements](#), p. 129 for descriptions.

X shows amendment types that ARE allowed for the facility type.

Blanks show combinations that are NOT allowed.

Amendment Type Number

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
B001	X	X	X		X					X	X	X				
B010	X	X	X		X	X	X			X	X	X				
B011	X	X	X		X	X	X			X	X	X				
B020	X	X	X		X					X	X	X				
B030	X	X	X		X					X	X	X				
B031	X	X	X		X					X	X	X				
B040	X	X	X		X					X	X	X				
B070	X	X	X		X					X	X	X				
B071	X	X	X		X					X	X	X				
B080	X	X	X		X					X	X	X				
B090	X		X		X					X	X	X				
B091	X		X		X					X	X	X				
B200	X	X	X		X	X	X			X	X	X				
C300	X	X	X	X	X	X	X	X	X	X	X	X			X	
C301	X	X	X	X	X	X	X	X	X	X	X	X			X	
C302	X	X	X	X	X	X	X	X	X	X	X	X			X	
C310	X	X	X	X	X			X	X	X	X	X				
C311	X	X	X	X	X			X	X	X	X	X				
C320	X	X	X	X	X			X	X	X	X	X				
C321	X	X	X	X	X			X	X	X	X	X				
C330	X	X	X	X	X			X	X	X	X	X				
C331	X	X	X	X	X			X	X	X	X	X				
C340	X	X	X	X	X			X	X	X	X	X				
C350	X	X	X	X	X			X	X	X	X	X				
C351	X	X	X	X	X			X	X	X	X	X				
D400	X	X	X	X	X	X	X	X	X	X	X	X			X	
D401	X	X	X	X	X	X	X	X	X	X	X	X			X	
D410	X	X	X	X	X			X	X	X	X	X				
D411	X	X	X	X	X			X	X	X	X	X				
D420	X	X	X	X	X			X	X	X	X	X				
D421	X	X	X	X	X			X	X	X	X	X				
D430	X	X	X	X	X			X	X	X	X	X				
D431	X	X	X	X	X			X	X	X	X	X				
D440	X	X	X	X	X			X	X	X	X	X				
D450	X	X	X	X	X			X	X	X	X	X				
D451	X	X	X	X	X			X	X	X	X	X				
E600	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Appendix 6: Well Application Quick Reference

1. Login to the Digital Data Submission system

Go to the [DSS System Web site](#) and login using existing username and password.

2. Start EAS

Select **ERCB/Applications** from the DDS menu and then select **Facilities/Resources/Utilities Application**.

3. Create a new well application

Schedule 1

- Click **Submit Facilities Application** in the DDS menu to open a new Schedule 1.
- Optionally enter an Applicant Reference File Number to distinguish between applications
- In *Section 1 – Applicant Information*, click **Add** to retrieve applicant information from the DDS login account. Click **Yes** if you are the applicant; click **No** to fill out consultant information.
- In *Section 2 – Attached Schedules*, select the Well Licence Type, the Application Purpose, and check if self-disclosure is in effect. If the Application Purpose is not New, you must enter the Original Licence Number and select the event if there are multiple licence events.
- Click **Add** button to create a new application. All Schedule 1 information must be completed before you can save the application.

Schedule 4 (Well application)

- Enter all information for the Schedule and click **Save** on the main toolbar at the top of the page to save the schedule at any time. Multiple well information normally recorded on Schedule 4.2 in [Directive 056](#), is now collected in [7. Well detail](#) of Schedule 4. Completing Schedule 4.2 is no longer required.
- If Category C, D, or E is selected, you must complete Schedule 4.3 (click **Schedule 4.3** on the main toolbar).

Schedule 4.1 Working Interest Participants (WIP)

To change Applicant's percentage

- Click **View** beside the company name.
- Change the percentage.
- Click **Save** (click **Cancel** to cancel changes).

To add new WIP

- Click **Add Participant**.
- Enter BA ID for WIP.
 - Click **Find Participant** to open an input window and enter the company name. Click **Search** and then click **Select** beside the appropriate company.
- Enter the percentage.
- Click **Save**. All WIP must add up to 100%.

4. Add Attachments

Once all Schedules are validated the **Attachments** button on the Schedule 1 toolbar is enabled.

- Click **Attachments** and follow the direction to upload all attachments.

5. Register the Application

Once all the required attachments for the application are uploaded the **Register** button on the Schedule 1 toolbar is enabled.

- Click **Register** to submit your application. Once this button is pressed you will no longer be able to make any changes to your application.

6. View existing applications

- Click **View Submission List** (DDS menu under **ERCB/Facilities/Resources/Utilities Application**) to open the *Application Submission List* page.
- Scroll through the applications and click **View** beside the application you want view to open the *Application Submission Details* page.
- In the list at the bottom of the page, click the schedule you want to view.

7. View application status in IAR Query

Once an application has been submitted in EAS, you can track the application using IAR Query. An Application number is created when you register registration and can be tracked the following ways:

- An e-mail notification is sent to you with a link to the application in IAR Query. Click the link to view all application information.
- If you do not receive an e-mail notification you can still track the application.
 - Start DDS and open [IAR Application Query](#).
 - Enter the application number or the location of the application and click **Search**.
 - Click **View** to look at all application information.
- To view attachments and application/disposition documents, click either **View Attachments** or **View Disposition** at the bottom of the page.

Appendix 7: Facility Application Quick Reference

1. Login to the Digital Data Submission system

Go to the [DSS System Web site](#) and login using existing username and password.

2. Start EAS

Select **ERCB/Applications** from the DDS menu and then select **Facilities/Resources/Utilities Application**.

3. Create a new facilities application

Schedule 1

- Click **Submit Facilities Application** in the DDS menu to open a new Schedule 1.
- Optionally enter an Applicant Reference File Number to distinguish between applications
- In *Section 1 – Applicant Information*, click **Add** to retrieve applicant information from the DDS login account. Click **Yes** if you are the applicant; click **No** to fill out consultant information.
- In *Section 2 – Attached Schedules*, select the Facility Licence Type, the Application Purpose, and check if self-disclosure is in effect. If the Application Purpose is not New, you must enter the Original Licence Number.
- Click **Add** button to create a new application. All Schedule 1 information must be completed before you can save the application.

Schedule 2 (Facility application)

- Enter all information for the Schedule and click **Save** on the main toolbar at the top of the page to save the schedule at any time.
- If you answer **No** to Question 15 in Section 6, you must complete Schedule 2.1 (click **Schedule 2.1** on the main toolbar).
- If application is for a gas plant (B200, C300, C301, D400, D401, E600), you must complete Schedule 2.2 (click **Schedule 2.2** on the main toolbar).
- If the facility is category C, D or E, you must complete Schedule 2.3 (click **Schedule 2.3** on the main toolbar).
- If the application has Compressors, or Pumps (Section 6, Questions 12 & 13), you must complete Schedule 2.4 (click **Schedule 2.4** on the main toolbar).

Schedule 2.1 Working Interest Participants (WIP)

To change Applicant's percentage

- Click **View** beside the company name.
- Change the percentage.
- Click **Save** (click **Cancel** to cancel changes).

To add new WIP

- Click **Add Participant**.
- Enter BA ID for WIP.
 - Click **Find Participant** to open an input window and enter the company name. Click **Search** and then click **Select** beside the appropriate company.
- Enter the percentage.
- Click **Save**.

All WIP must add up to 100%.

Schedule 2.2 Gas Plant

- Enter all information for the schedule and click **Save** on the main toolbar at the top of the page.

Schedule 2.3 H₂S Information

- Enter all information for the schedule and click **Save** on the main toolbar at the top of the page.

Schedule 2.4 Compressors and Pumps

Compressors

To add new compressor:

- Click **Add Compressor**.
- Enter the compressor information.
- Click **Save**.

To view or change compressor information:

- Click **View** beside the compressor in the list.
- Change the compressor information.
- Click **Save**.

To delete a compressor:

- Select the compressor in the list and click **Delete**.

Pumps

To add new pump:

- Click **Add Pump**.
- Enter the pump information.
- Click **Save**.

To view or change pump information:

- Click **View** beside the pump in the list.
- Change the pump information.
- Click **Save** Button (to cancel changes click **Cancel**).

To delete a pump:

- Select the compressor in the list and click **Delete**.

4. Add Attachments

Once all Schedules are validated the **Attachments** button on the Schedule 1 toolbar is enabled.

- Click **Attachments** and follow the direction to upload all attachments.

5. Register the Application

Once all the required attachments for the application are uploaded the **Register** button on the Schedule 1 toolbar is enabled.

- Click **Register** to submit your application. Once this button is pressed you will no longer be able to make any changes to your application.

6. View existing applications

- Click **View Submission List** (DDS menu under **Facilities/Resources/Utilities Application**) to open the *Application Submission List* page.
- Scroll through the applications and click **View** beside the application you want view to open the *Application Submission Details* page.
- In the list at the bottom of the page, click the schedule you want to view.

7. View application status in IAR Query

Once an application has been submitted in EAS, you can track the application using IAR Query. An Application number is created when you register registration and can be tracked the following ways:

- An e-mail notification is sent to you with a link to the application in IAR Query. Click the link to view all application information.
- If you do not receive an e-mail notification you can still track the application.
 - Start DDS and open [IAR Application Query](#).
 - Enter the application number or the location of the application and click **Search**.
 - Click **View** to look at all application information.
- To view attachments and application/disposition documents, click either **View Attachments** or **View Disposition** at the bottom of the page.

